



Kodiak Airport Emergency Plan

Kodiak, Alaska

June 2011

Prepared on behalf of:
Alaska Department of Transportation & Public Facilities
4111 Aviation Avenue
Anchorage, AK 99502

FAA AIRPORTS DIVISION

JUN 10 2011

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Promulgation Page

This page officially declares this document to be the existing Airport Emergency Plan (AEP) for the Kodiak Airport (ADQ). The AEP provides both authority and responsibility for organizations and personnel to perform assigned tasks during an emergency situation. The Airport remains committed to preparing itself for emergency situations and maintaining training programs and maintenance efforts to keep the Airport as ready as possible. Organizations tasked with emergency response at ADQ, as detailed in this AEP, are responsible to prepare and maintain appropriate standard operating procedures (SOPs), to participate in Federal Aviation Administration (FAA) mandated training exercises, and to plan maintenance efforts needed to support this plan.

Approved By
Regional Director

Date

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Date

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Signature Page

The following are administrators to this document:

Name: _____ Title: _____

Signature: _____ Date: _____ Department: _____

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Record of Changes

Date	Section	Page	Description of Change	Initials
10/29/2020	2	2-6	Removed Era Aviation	JS
10/29/2020	3	All	Contact information	JS
10/29/2020	4	All	Facility Description	JS
10/29/2020	13	13-4	replaced Sealand Connex with Matson	JS
10/29/2020	18	All	Airport Fuel Storage	JS
10/29/2020	22	All	Water Rescue	JS
10/29/2020	24	24-2/4	Grid Map and 2 Mile Water Rescue Area	JS
10/29/2020	25	All	Emergency Response Equipment	JS
10/29/2020	26	All	Maintenance Equipment Inventory	JS
10/29/2020	27	All	Resource Management Equipment & Supplies	JS
10/13/2021	2	2.6	AEP Review every 12 CCM	JS
10/13/2021	26	All	All	JS
4/25/2022	TOC	All	All	JS
4/25/2022	All	All	Added UAS Section	JS
8/3/23	2	Various	Section References	JS
8/3/23	6	All	Section References	JS
8/3/23	7	7-3	Section References	JS
8/3/23	8	All	Section References	JS
8/3/23	9	All	Section References	JS
8/3/23	10	All	Section References	JS
8/3/23	11	11-3	Section References	JS
8/3/23	12	All	Section References	JS
8/3/23	13	All	Section References	JS

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Record of Changes

Date	Section	Page	Description of Change	Initials
8-9-16	2.0	2-1 - 2-9 -		SC
8-9-16	3.0	3-1 - 3-2 -	Staff updates	SC
8-9-16	17.0	17-1	Added Specific Language	SC
8-9-16	22.0	22.1 - 22.8 -		SC
9-2-16	12, 16, 26, 27	All		SC
9-2-16	18, 25	All		SC
7-2-17	3.0	All		SC
8-24-17	25	2	Kodiak City Fire	BM
8-24-17	22	7-8	Water Rescue	BM
8-24-17	21	1	Failure of Power	BM
8-24-17	20	1	Hazardous Material	BM
8-11-18	3	1	Update Quick Reference Emergency Contacts	PES
8-21-18	3	1	Update Quick Reference Emergency Contacts	PES
8-21-18	2	6	Update Principle Plan Participants	PES
12-18-18	3	3-1	Contact information	J
12/18/18	6.0	6-4	lettering	J
12/18/18	24	24-2	Evacuation Route	J
10-29-19	3	1	Contact #'s	
10-29-19	25	1	ARFF	
10-29-19	26	1	Equipment list	
10-30-19	23	4	Clinic Names	J

Record of Changes

Date	Section	Page	Description of Change	Initials
8/24/11	22	22-1-228	WATER RESCUE	JAB
8/25/11	2	2-1+210	BASIC PLAN	JAB
9-23-15	4	ACC	Facility Desc	JAB
"	6	"	Comm + Control	JAB
"	7	"	Comms	JAB
"	11	"	Law Enforcement	JAB
"	25	"	Emerg. Equip.	JAB
8-2-16	2.0	"	CCM's	JAB
8-2-16	3.0	"	Phone #'s	JAB
8-2-16	17	"	Spelling	JAB
8-2-16	22	"	WR equipment	JAB
9-2-16	12+16	"	USCG role	JAB
9-2-16	26+27	"	Equip	JAB
9-2-16	18	"	USCG role & fuel inventory	JAB
9-2-16	25+27	"	Equip	JAB
7-21-17	Ch 3	"	New PIO	JAB
8-24-17	Ch 25	P. 2	Ambulances	JAB
8-24-17	Ch 22	7+8	WRT items	JAB
8-24-17	Ch 20	1	Hazmat - SECC	JAB
8-24-17	Ch 21	1	Gen Descr.	JAB

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Revision Information

This Airport Emergency Plan is intended to assist DOT&PF and mutual aid personnel in coordinating an effective response to an Airport emergency.

This plan is a living document. It will always need to accurately address the diverse and ever-changing resources available in an emergency.

Your input is welcomed. Please do not hesitate to contact the Airport Manager with any questions, concerns, changes to status, or other proposals. Please include page number or section reference when appropriate.

Kodiak Airport Manager

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2.0 Basic Plan

2.1 Purpose of the Airport Emergency Plan

The purpose of this Airport Emergency Plan (AEP) is to define responsibilities, identify resources, and establish procedures to be implemented in the event of an emergency at the Kodiak Airport. While every contingency cannot be anticipated and prepared for, the Airport believes strong emergency preparedness can assist in limiting the negative impact of these events, including liability and post-emergency issues.

The purpose of the emergency plan is to:

- Provide an operational template of how an Airport emergency response will be structured and coordinated at the Kodiak Airport.
- Provide guidance as to how the emergency response roles will be filled and how those duties will be carried out.
- Provide operation checklists for specific emergency events at the Airport.
- Highlight key communication elements essential for effective emergency response and mitigation.

This AEP focuses on response and initial recovery issues and:

- Assigns responsibility to agencies and individuals for specific actions.
- Sets forth lines of authority.
- Describes how people and property will be protected.
- Identifies personnel, equipment, facilities, supplies, and other resources available.

The emergency plan will be disseminated to all principal plan participants. Airport personnel will be trained according to this plan.

The AEP is structured in this document as indicated in Figure 2-1.

Figure 2-1: Airport Emergency Plan Structure



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2.2 Authorities and References

The State of Alaska, in carrying out its responsibility for providing airport facilities for the community and for administering these facilities, is required to give consideration to operational procedures to cope with various emergency conditions. This Airport Emergency Plan has been approved in accordance with Federal Aviation Regulation 139.325 and the following Alaska Statutes (AS).

AS Section 02.10.010 states that the Department of Transportation and Public Facilities shall have supervision over aeronautics and communications inside the State.

AS Section 02.15.060 states the Department may plan, establish, construct, enlarge, improve, maintain, equip, operate, regulate, protect and police airports and air navigation facilities within the State.

AS Section 02.15.020 allows the Department to perform acts, issue and amend orders, and make, promulgate and amend reasonable general or special rules it considers necessary to carry out the provisions of the Statute.

AS Section 02.15.220 requires that all the Department officers and employees, and every State and Municipal officer charged with the enforcement of State and Municipal laws shall enforce and assist in the enforcement of that chapter and of all rules, regulations and orders issued under it.

The airport is owned by the Coast Guard and is leased to and operated by the State of Alaska, and is operated under the direction of the Commissioner of the State Department of Transportation and Public Facilities. The Regional Director is responsible for the day to day operation and maintenance of the airport.

Additional authorities and references are listed in Section 30.0.

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2.3 Assumptions and Situations Included in the AEP

The following assumptions and statements are to be considered for this document:

- Natural and accidental events will occur within the region and around the Airport that create emergency situations.
- There may be insufficient forewarning of any disaster to allow for planning efforts beyond real-time response and response times will be retarded in proportion to the number of decisions required.
- A properly designed and implemented Airport Emergency Plan will minimize illness and injury, and preserve property.
- Many injured may be transported by air to other facilities.
- Large scale emergencies may overwhelm the Airport's and local community's resources.
- There are special needs, conditions, and situations which cannot be addressed in this document and will be addressed on the scene as they arise.
- The special characteristics that affect response to this airport are its remoteness, lack of road access to communities, and limited resources.
- This AEP only describes the response of the Airport during scheduled and permitted Part 139 operations.
- This Airport is in an earthquake prone region and experiences substantial seasonal weather changes, including severe coastal storms and blizzards which may affect response activities.
- Policies governing the development of this document stem from the authorities cited in Section 2.2 and 30.0.

Although unknown hazards inherently exist, this AEP is meant to be implemented for any emergency situation and to encompass possibilities for disaster. Most factors in this report are assumptions, whereas lists of equipment and resources can be regarded as facts. The specific hazards covered by this plan and threats that are likely to arise at Kodiak Airport (ADQ) are as follows:

- Aircraft Incidents and Accidents
- Terrorism – Bomb Threats/Incidents
- Fires – Structural, Fuel Farms, Fuel Trucks/Storage
- Earthquakes and Other Natural Disasters
- Hazardous Material Incidents
- Criminal Acts (Sabotage, Hijack Incidents, and Other Unlawful Interference with Operations)
- Power Failure for the Movement Areas Lighting System
- Water Rescue

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2.4 Operations & Organization and Assignment of Responsibilities

The National Incident Management System (NIMS) and Incident Command System (ICS) is generally followed throughout this document. The National Incident Management System (NIMS) is the national standard for incident management by establishing common organizational structure, processes, and terminology. The Incident Command System (ICS) is a key component of NIMS. ICS provides a standardized system that enables personnel, departments, and organizations to work together in a seamless and coordinated fashion in responding to an incident.

The State of Alaska is not responsible for the knowledge, training and use of NIMS by agencies providing mutual aid to the airport.

The emergency incident response plan structure at the Airport is designed to follow day-to-day responsibilities and will expand and modify as the situation dictates.

Emergency response will commence with notification and dispatch of Airport ARFF and establishment of Incident Command (IC). As the incident escalates, an Airport - Emergency Operations Center (EOC) may be activated to support the on-scene IC and deal with Airport issues affected by the emergency. The Airport - EOC is activated at the request of the Incident Commander and/or the Airport Manager or designee.

The agency or department with primary jurisdictional responsibility for the event will be the IC. If multiple jurisdictional responsibilities are present, the IC will establish a unified command.

Each department and/or agency is to maintain its own command structure, personnel accountability, and communications system (such as radios and frequencies) within its organizational structure.

Reporting relationships and information flow follows the two basic ICS principles. (1) There is complete freedom and encouragement to broadcast and exchange information within the emergency structure, and (2) orders, directives, resource requests, and status changes must follow the chain of command.

A more comprehensive detailing of the Organization and Assignment of Responsibilities can be found in Section 5.0.

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2.5 Principal Plan Participants

This plan facilitates the rescue, salvage, and investigation in the event of an aircraft accident on or near the Airport. This plan also includes provisions for other disasters, man-made or natural.

The following agencies may assist the Airport in the event of an accident:

Airport Manager	USCG ISC, Kodiak, Medical Clinic
Alaska Airlines	USCG ISC, Kodiak, Security Police
Alaska State Troopers	Woman's Bay Volunteer Fire Department
Bayside Volunteer Fire Department	
FAA Control Tower	
Harbor Office	
KMXT - Radio Station	
KVOK - Radio Station	
KANA Medical Clinic	
Kodiak Area Native EMS Coordinator	
Kodiak City Emergency Services Organization	
Kodiak City Fire Department	
Kodiak City Public Works	
Kodiak Island Borough Mayor	
Kodiak Island Hospital	
Kodiak Island Medical Center	
Kodiak Police Department	
Kodiak Post Office	
Mental Health Clinic	
North Pacific Medical Center	
USCG Air Station	
USCG Fire Department	

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2.6 Plan Development and Maintenance

This plan was developed in compliance with 14 CFR Part 139.325 and the recommendations set forth by AC 150/5200-31, as administered by the FAA. The Airport Manager is responsible for the maintenance of the AEP including revisions to ARFF plans, procedures, and checklists. Personnel should periodically review AEP policies, procedures, and related information. Training that covers changes to this AEP will be provided during annual tabletop and or full scale exercises, to ensure that all ARFF personnel stay familiar with current information.

Each mutual aid entity is responsible for coordinating revisions to their plans, procedures, SOPs, or checklists identified within the AEP.

AEP Maintenance Schedule

- Tri-annually
 - A full-scale emergency plan exercise shall be conducted at least once every three years.
 - A table-top exercise will be conducted in conjunction with the full-scale exercise.
- Annually
 - An AEP Review or table-top exercise involving all plan participants shall be conducted at least once every 12 consecutive calendar months.
- Semi-annually
 - Assignments for key initial response personnel to include descriptions of duties and responsibilities will be reviewed semi-annually.
- Quarterly
 - Quick reference emergency contact telephone numbers contained in the AEP will be checked quarterly for accuracy by calling the individual/organization listed. Changes will be disseminated immediately to plan holders. Additional resources phone numbers will be reviewed annually.
- Emergency Resources will be inspected routinely. The frequency of inspection may vary depending on the type of equipment and supplies.

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- The Airport strives to maintain an open dialogue with off-Airport agencies (such as utilities) to learn of activity that may affect the Airport's emergency response efforts.
- The Airport Manager is responsible for providing training to mutual aid responders, in the form of briefings, during annual emergency plan reviews, exercises, or drills. Training to prevent vehicle/pedestrian incursions is available at the Airport Manager's Office. There will be Airport grid maps in each ARFF vehicle and mutual aid agency command vehicle.
- The Airport Manager or designee will disseminate the AEP to tenants, agencies, and other parties that may be involved in an Airport emergency listed in the distribution list. The AEP is subject to annual revisions.

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2.7 Administration and Logistics

Availability of Services and Support:

The availability of services and support for emergencies can vary in time, as indicated in Section 5.0, the organization and assignment of responsibilities under the ICS structure, and AEP hazard sections. It is up to each individual department and involved agency to appropriately manage, maintain, monitor, record, and report the use of all resources. The ability to account for and identify the use of all resources will be key in the process of reimbursement. Each mutual aid responder must also request additional resources as needed to support the emergency response. If the scope of the emergency necessitates an expanded incident command structure, the Planning and Logistics Sections of each individual department will facilitate major services and support resource tracking and provision.

Staffing:

Airport personnel may have numerous primary or support responsibilities during an emergency. In cooperation with the Incident Commander, the Airport Manager or designee may direct assignment of Airport personnel, other local government employees as outlined in Alaska Statute AS 26.23.010 – AS 26.23.220 or volunteers to specific duties to support implementation of the AEP. The Airport Manager may also contract for additional staffing as outlined in the Resources Section 28.0. Note that use of volunteer labor may have certain liabilities, including provisions for workers compensation. Volunteers should have a written liability waiver signed prior to any assistance.

General Policies for Managing Resources, Record Keeping, Reporting, and Tracking Resources:

The regional office shall be responsible for record keeping, reporting, and tracking resources during an emergency. If the scope of the emergency necessitates an expanded incident command structure, a regional office finance/administration officer will be assigned to the EOC. This officer will be responsible for airport financial record keeping, reporting, and tracking of resources during an emergency.

There are no Mutual Aid Agreements at this Airport

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3.0 Quick Reference Emergency Contacts

IN CASE OF FIRE/CRASH

Kodiak Tower will call (via Crash Line): Coast Guard Air Station, Coast Guard Medical, Coast Guard Military Police, State Airport Manager Office, and Coast Guard Fire Department

Coast Guard 24-hour dispatch.....(907) 487-5555
Emergency Operations Center (EOC) (City Manager)(907) 486-8640
FAA Western Service Area Operations and Accident Reporting ... (206) 231-2099
AK Division of Emergency Services EOC.....(907) 428-7000
Kodiak Air Traffic Control Tower.....(907) 487-4339

Kodiak Tower* hours: April 1- October 1: 0700-2200, October 2- March 31: 0700-2000

***After hours Kodiak Tower is remoted to Kenai Flight Service Station**

After the initial emergency, the on scene DOT personnel will notify

DOT&PF

Airport Manager (if not at scene) (cell)(907) 539-7073
Office.....(907) 487-4952
Airport Safety & Security Officer, Anchorage(907) 269-0751
Cell.....(907) 717-5065
Region Superintendent.....(907) 487-4952
Cell.....(907) 752-0033
Public Information Officer(907) 465-4503
Cell.....(907) 500-2100

Other Agencies

Alaska State Troopers (should have been notified by NTSB) local(907) 486-4122
State Medical Examiner (if Fatalities occur, Troopers should call):(888) 332-3273
Risk Management:(907) 465-2180
U.S. Post Office (if mail on board):.....(907) 486-4721
Department of Environmental Conservation (ADEC)
(Radiological & Hazardous Materials Response)
(24 hr. spill hotline)..... 800-478-9300
..... Business Hours (907) 269-3063

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Hospitals

Providence Medical Center (Local)	(907) 486-3281
KANA Clinic.....	(907) 486-9800
Kodiak Community Health Center	(907) 481-5000
North Pacific Medical Center.....	(907) 486-4183
Alaska Native Medical Center	(907) 563-2662
Alaska Regional Hospital Switchboard.....	(907) 276-1131, ER (907) 264-1224
Providence Alaska Medical Center	(907) 562-2211
Alaska Rescue Coordination Center (RCC)	800-420-7230

EMERGENCY BROADCAST SYSTEM

KMXT	(907) 486-3181
KBOK	(907) 486-5159

Other Agencies if Needed

Federal Bureau of Investigation:	(907) 276-4441
AKARNG Planning, Operations, Military Officer:.....	(907) 428-6205, 6209
USCG Search and Rescue (Kodiak Island).....	800-478-5555
District 17 Command Center (USCG Air Station).....	(907) 463-2000

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4.0 Facility Description

The Kodiak Airport is located at latitude 57°45'00"N, longitude 152°29'63"W. The Airport is located approximately 400 air miles southwest of Anchorage. The airport consists of approximately 700 acres.

The Kodiak Airport has three paved runways. Runway 8/26 is the main runway used by air carriers. All runways have high intensity L-862 lights. Runway 26 has a 4-box VASI, REILs, and a localizer, glide slope, Mark I, and DME. Runway 29 has a 4 box VASI. Runway 1 has a 4 box VASI and REILs.

The Air Traffic Control Tower is operated by a contractor for the FAA and is located in the Coast Guard area of the airport.

The Airport has an average of 7 flights per day of air carrier aircraft having a seating capacity of more than 30 passengers.

The Airport is Class 1 ARFF Index B. The hours of operation are subject to change, and are available in the regularly-updated Alaska Supplement. Notification of any aircraft accidents will most likely be generated from the tower with a direct, dedicated ring down line to the Coast Guard Fire Department, Coasts Guard Medical, Coast Guard Air Station, Coast Guard Military Police and DOT&PF.

Water and Sewer

Water is supplied to the Kodiak State Airport by a 16-inch water main that also serves the U.S. Coast Guard Integrated Support Command.

Hydrant Locations:

1. East End of 24-hour parking lot. #222
2. Devil's Creek #221
3. Intersection of taxiway C & D #220
4. Coast Guard Fire Pit

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Airlines

Aircraft service under Part 139 operations are:

Airlines	Aircraft	Frequency
Alaska Airlines	Boeing 737 Aircraft	2 Flights Daily

There are approximately 33 privately owned small aircraft operating in the Airport.

Airport Staff:

Airport Manager	1
Administrative	2
Operators	8

Airport Structures

The Airport is not responsible for the operations of private facilities. The description of Airport owned structures are listed below:

<u>Buildings</u>	<u>Fire Protection System</u>	<u>Earthquake Resistant?</u>
Snow Removal Equipment	No	Yes
Sand Storage	No	Yes
Chemical Building	No	Yes
DOT&PF Managers Office	No	Yes

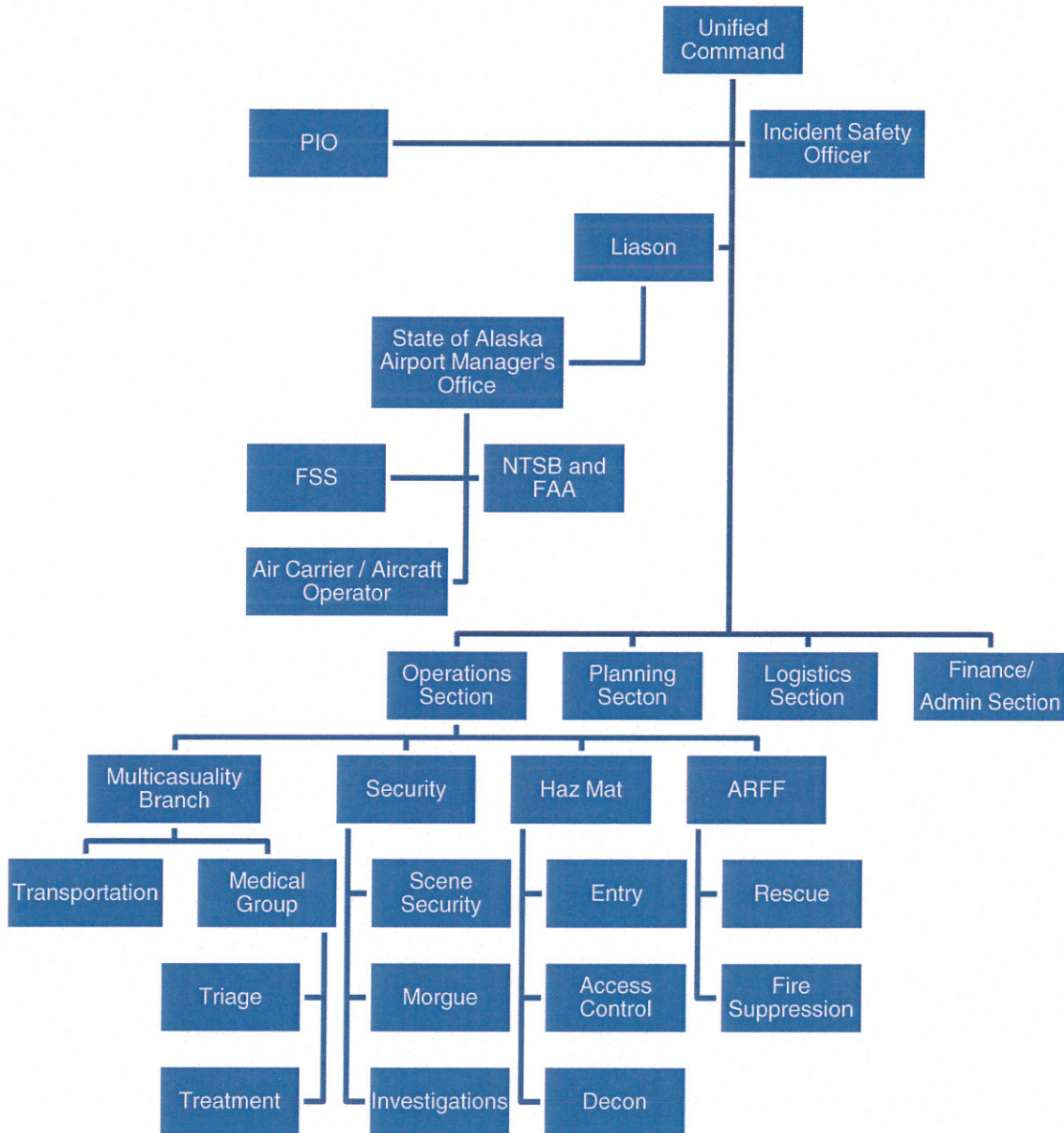
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5.0 Incident Command System

5.1 Table A: Incident Command System (ICS) Diagram



5.2 Responsibility Matrix

Agency	Agency						
	Airport Manager/Chief Executive	Fire Department	Police Department	Health and Medical Coordinator	Public Information Officer	Volunteer Organizations	Other Agencies
Functions							
Direction and Control	P	P/S	P/S	P/S	S	S	S
Communications	P	S	S	S	S	S	S
Alert and Warning	P	S	S	S	S	S	S
Emergency Public Information	S	S	S	S	P	S	S
Protective Actions	P	P/S	P/S	P/S	S	S	S
Fire and Rescue	S	P	S	S	S	S	S
Law Enforcement	S	S	P	S	S	S	S
Health and Medical	S	S	S	P	S	S	S
Operations and Maintenance	P	S	S	S	S	S	S
Resource Management	S	S	S	S	S	S	S

LEGEND

P: Primary Responsibility

S: Support Responsibility

P/S: One of these agencies may be in charge, depending on the nature and scope of the emergency.

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6.0 Command and Control

6.1 Purpose

The Incident Commander (IC) is responsible for all direction and control during the emergency; however these duties can be delegated to other individuals or agencies as required or deemed appropriate by the IC. The Command and Control section provides an overview of the mechanisms to direct and control emergency response and recovery activities. More detailed responsibilities are listed within each hazard section.

6.2 Situation and Assumptions

The Airport is subject to hazards that would require the immediate mobilization of emergency response equipment and personnel including clear command and control responsibilities. It is assumed that the IC, the Police, and ARFF organizations will survive the disaster/emergency and remain fully operational. Resources at the Kodiak Airport are limited, which will most likely require use of mutual aid and other off Airport resources to supplement the Airport's ability to respond to emergencies. See the Resources Section 28.0 and each hazard section for additional situational information and assumptions.

6.3 Operations

Normally the Airport Manager will act as Incident Commander (IC) during an emergency. However, due to the U.S. Coast Guard manning the ARFF station at the Kodiak Airport, the initial responder will assume the duties of IC. When/if the Airport Manager arrives at the emergency site, he/she will join with the Coast Guard in a Unified Command. DOT&PF employees will serve as the unified command directs.

The emergency response command structure will follow the Incident Command System (ICS) (Section 5.0). Emergency response will commence with dispatch of ARFF, mutual aid as required, and establishment of the Incident Command (IC) on all incidents. As the incident escalates, the Airport may set up an Emergency Operations Center (EOC) to support the on-scene IC and deal with Airport issues affected by the emergency. Communication and authority among agencies including specific command staff responsibilities are described in their respective functional or hazard sections. The IC will settle jurisdictional issues when they arise. Emergency personnel will be identified through their uniforms and emergency response gear. The IC will assign an Incident Safety Officer, Public Information Officer, and Liaison Officer as needed.

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If needed, the initial command post for the IC will be the vehicle containing the first responder. As soon as possible the IC may move the command post to the ARFF station at the Coast Guard Firehouse. The Firehouse is located next to Peterson Elementary School on Dolphin Avenue. The ARFF Station is the official Information Center and Check-in point for all personnel authorized on site for an airport emergency. A restricted area will be established for the press at the check-in point. Personnel not involved in lifesaving, fire-fighting or security operations will not be permitted inside security lines.

AUTHORIZED PERSONNEL AT ACCIDENT SCENE

- IC/Airport Manager
- DOT&PF employees (as authorized by Airport Manager)
- Emergency services providers (firemen/policemen/doctors/medics)
- NTSB personnel/Coast Guard Mishap Analysis Board (CGMAB) (military incident)
- State Troopers
- Medical Examiner
- Airline personnel of company (as authorized by IC)
- Post Office (as authorized by IC)
- Media personnel (as authorized by IC)

6.4 Organization and Assignment of Responsibilities

The individuals and agencies in the command staff listed below have responsibilities relative to Command and Control. See each hazard section for lines of responsibility and command structure specific to those hazards.

INCIDENT COMMAND STAFF AND DUTIES

Assuming that emergency situations occur, the Airport Manager, other airport employees and some mutual aid providers have been designated as members of the Incident Control Staff as indicated below:

Incident Commander Initial ARFF responder or Airport Manager when on the scene.
ARFF Responder U.S. Coast Guard fire fighters
Senior on Scene Fire Officer Appointed representative from United States Coast Guard
Security Officer Airport Foreman

The following is a general outline of what each organization or function on the airfield might be expected to perform in the case of an emergency.

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a. Airport Management/IC

The Airport Manager or designated representative shall act as Airport Incident Commander, will exercise complete control during emergency or disaster conditions, and shall assure full implementation of these procedures during any emergency or disaster condition.

- (1) Assume responsibility for overall response and recovery operations, as appropriate.
- (2) Establish, direct, coordinate, maintain, and implement the AEP, to include assignment of responsibilities.
- (3) Coordinate the closing of the Airport when necessary and initiate the dissemination of relevant safety-related information to the aviation users (NOTAMs).

b. Air carrier(s)/Aircraft operator(s)

- (1) Coordinate, with the IC, transportation, accommodations, and other arrangements for uninjured passengers.
- (2) Coordinate utilization of their personnel and other supplies and equipment for all types of emergencies occurring at the Airport, with the IC.
- (3) Prepare a public relations/media response for the general public for company statements.

c. FSS/ATC

- (1) Contact ARFF service regarding aircraft incidents/accidents and provide them information relevant to the emergency while clearing all necessary emergency response equipment to the scene of the emergency/crash.
- (2) Provide full details of aircraft related information, as appropriate, to include number of persons, fuel, and dangerous goods on board. Also include: Nature of emergency, ETA, Runway, aircraft identification and type.
- (3) Coordinate the movement of support aircraft to/from the emergency scene.
- (4) Hold all incoming/outgoing aircraft away from the Airport or accident site until notified by the Airport that limited or normal operations may be resumed.

d. ARFF

- (1) Proceed to the site of the emergency/crash with all necessary and available emergency response vehicles in order to manage and direct firefighting and rescue operations.
- (2) Establish/maintain radio contact with ATC/FSS IC and the Airport for updates.
- (3) In charge of rescue operations and initiation of actions to save lives and protect property.
- (4) Preserve wreckage and safeguard flight data/voice recorders until the NTSB arrives to take control of the accident site.

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e. EMS

- (1) Provide onsite primary service to injured individuals, administer casualty identification, and transport to on-site treatment area.
- (2) Transfer patients to area hospitals.
- (3) Provide emergency medical services to the Airport during emergency conditions to include triage, stabilization, first aid, and any other immediately necessary medical care.
- (4) Coordinate planning, response, and recovery efforts with hospitals in closest proximity, or with capability, fire/police departments, American Red Cross, Airport, and Airport Operator.

f. Alaska State Troopers

- (1) Gather data as well as photos of the crash/emergency site and the surrounding activities.
- (2) Manage law enforcement resources and direct law enforcement operations.
- (3) Take appropriate actions to assist the movement of emergency vehicles to/from the emergency/crash site.
- (4) Provide traffic and crowd control.
- (5) Assist in off Airport traffic and crowd control.

Provide general assistance/aid/security as directed by the Airport-on-Site Incident Commander. Provide security for the crash site, temporary morgue, in addition to the AOA.

g. Airport tenants

- (1) Coordinate the use of their available equipment and supplies with the IC.
- (2) Coordinate the use of their manpower that may have knowledge of the Airport, aircraft, and other technical knowledge with the IC.

h. Federal Aviation Administration (FAA)

- (1) Provide investigation services, when deemed necessary by the National Transportation Safety Board (NTSB).

i. State of Alaska Medical Examiner/Health and Medical Control Officer

- (1) Responsible for taking charge of fatalities.
- (2) Assemble fatalities in a temporary morgue until a more suitable location is found.
- (3) Begin to attempt making identification on fatalities.

j. National Transportation Safety Board (NTSB)

- (1) Conduct and control all accident investigations involving civil aircraft, or civil and military aircraft, within the United States, its territories and possessions.

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k. Post Office

- (1) Ensure the security of the mail, protect postal property, and restore service.

l. Public Information Officer/Media

- (1) Gather, coordinate with the IC and release factual information.

m. Animal Care and Control Agency

- (1) Take responsibility of animals involved in emergency.
- (2) Airlines are responsible for Animal Care and Control.

Other Agencies

All individuals/organizations which may be involved in a response are not listed above. In general, organizations should coordinate all assistance through the IC or designee and:

- (1) Maintain current internal personnel notification rosters and SOPs to perform assigned tasks.
- (2) Analyze need and determine specific communications resource requirements.
- (3) Identify potential sources of additional equipment and supplies.
- (4) Provide for continuity of operations by taking action to:
 - (a) Ensure that lines of succession for key management positions are established to ensure continuous leadership and authority for emergency actions and decisions in emergency conditions.
 - (b) Protect records, facilities, and organizational equipment deemed essential for sustaining operational capabilities and conducting emergency operations.
 - (c) Protect emergency response staff:
 - 1) Provide appropriate protective clothing and respiratory devices.
 - 2) Ensure adequate training on equipment and procedures.
 - 3) Provide security.
 - 4) Rotate staff or schedule time off to prevent burnout.
 - 5) Make stress counseling available.
 - 6) Ensure the functioning of communication and other essential equipment.

6.5 Administration, Finance, and Logistics

See Section 2.7 for policies on Administration and Logistics. Support arrangements are listed in Sections 14.0 and 27.0.

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6.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

6.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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7.0 Communications

Purpose

The Communications section provides information on how the Airport will establish, maintain, and use communication devices needed during emergency response operations. The Airport has established several communication networks for communication in the event of an emergency. Initial and principal communications will typically be the air to ground radio system, the FSS/ATC and the Kodiak Police Dispatcher Communications Center. Subsequent communications with mutual aid companies may include other communication methods including radios, phones, runners and personal communication as identified within each hazard section. The Airport has additional communication resources, including hand held radios to augment the emergency communications system. Maintenance of all communication equipment is the responsibility of each agency.

Situation and Assumptions

- Large scale emergency communications requirement is beyond normal capacities of equipment at a typical Airport. Additional equipment may be available with supporting agencies.
- Communication support from local emergency response agency may not be available.
- Specific response organizations will maintain control of their own communications systems while coordinating with IC or EOC during response and recovery operations.
- Local organizations may be available for support in communications, but are not included in emergency plans.

Operations

Clear communications are vital during a disaster response. The method utilized to accomplish effective multijurisdictional incident management is the use of a common plan with interoperable frequencies. In situations where mutual aid responders do not have interoperable radio systems the IC may provide hand held radios capable of communicating with the ICP and/or EOC. Through annual tabletop or full scale disaster drills and emergency responses, mutual aid and support agencies will practice and

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refine procedures to provide for safe and effective communications during response to all emergency situations outlined within the Kodiak AEP.

The Kodiak Airport maintains several Radio Frequencies for its day to day and emergency operations. These systems include Air to Ground, State of Alaska ALMR, and local emergency provider channels. Police, ARFF, Airport Operations, and Maintenance vehicles are equipped with two-way aircraft radios to communicate.

All Airport personnel and mutual aid organizations are responsible for maintaining clear communications. The disaster may also affect the use of cellular phones. Most rural communities have alternative communication systems.

Responsibility for communication procedures with all mutual aid responders is in accordance with each agency's disaster plan or SOP's and will be coordinated with the IC during all disaster training drills. Each agency will follow the communications protocol within their organization and coordinate all emergency communications to the IC through their respective communication coordinator. Each mutual aid agency should also have on scene access to a phone directory and other means of community communications to support their disaster response plan.

A. RADIO CONTACT

1. The Kodiak Tower will use the Crash Phone that will notify the Coast Guard Firehouse and military police. The Tower will monitor appropriate air to ground frequencies during the emergency.
2. The IC will communicate with Kodiak Police Dispatcher Center.

B. MUNICIPAL PHONE SYSTEM – All agencies providing emergency services will be notified by the Kodiak Police Dispatcher Center.

C. In the case of a pre-announced aircraft emergency, ARFF apparatus will be positioned adjacent to the runway prior to the emergency landing. The following information may be beneficial to the ARFF responder:

1. Runway and type of aircraft, location of fire or crash, will be given by radio as equipment rolls.
2. Additional details will be given by radio when the equipment is en route, such as:
 - a. Nature of emergency
 - b. Amount of fuel on Board
 - c. Number of occupants on board
 - d. Wind direction and velocity

RADIO FREQUENCIES USED BY VEHICLES FOR AIR TO GROUND:

121.9 MHz - Ground Frequency

119.8 MHz - Tower Frequency (Kenai Flight Service Station)

7.4 Administration, Finance, and Logistics

Administrative functions including record keeping/report preparation, maintenance, accounting, and reimbursement procedures will be provided by the regional office. Record keeping and tracking of resources utilized during the emergency by mutual aid responders must be accomplished by each agency and reported and/or coordinated through the IC and/or the regional Airport administration staff.

Telephone lists and radio frequencies are listed in Section 3.0. No communication agreement exists with private organizations or the surrounding communities.

7.5 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

7.6 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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8.0 Alert Notification and Warning

8.1 Purpose

The Alert Notification and Warning system describes how the Airport will use alerts and warnings during emergency response operations. The system also includes procedures to notify personnel and the public of an emergency.

8.2 Situation and Assumptions

- Some people with special needs (sight or hearing, mobility impairments, or unaccompanied children) may not recognize the alerts.
- Some people might ignore or not understand the warning system.
- Fire, police, other Airport personnel, or outside agencies may be called upon to assist in emergencies.
- For some types of emergencies, the Emergency Public Information system (EPI) may be used to notify the public, if available.
- In some special areas (i.e. high noise areas, gate areas), alerts may not be heard.
- Any pre-scripted public address announcements which have been developed are included in Section 29.0.

8.3 Operations

The Emergency Alert System (EAS) consists of a nationwide network of broadcast stations, which have been authorized by the Federal Communications Commission to operate in a controlled manner during a war, state of public peril or disaster, or other nation emergency. Use of the EAS is not limited to wartime events and is frequently used by state and local communities to relay information to the public regarding disasters or hazards. The primary EAS stations for Kodiak are listed in the Quick Reference Section. The coverage area is the City of Kodiak, and the potential audience is seasonal. The EAS Plan, which describes procedures for implementing the system, is maintained on file by the Emergency Management Coordinator.

The alert system (local radio station) notifies the various agencies and the public of emergencies at the Airport. Key and essential personnel and/or organizations to be

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notified of the various emergencies are described in the Quick Reference Guide (Section 3.0) and specific hazard sections. The IC is responsible to initiate and make public notifications as time allows through the PIO and local radio and media outlets. If the Alert Systems are damaged, procedures have been established to notify the population under the City of Kodiak. Coordination with off Airport jurisdictions will occur as specified during annual AEP drills and as outlined within each specific function and hazard sections as well as in the ICS (Section 5.0). If a hazardous materials situation is discovered, procedures and notification are described in that hazard section (21.0). Procedures to warn people at high noise areas may include the use of emergency vehicle public address systems or portable bull horns. Local television and radio stations will provide multi-lingual messages and warnings when possible to people with special communication needs/non-English speakers. The IC will adapt provisions for these special communication needs through the EPI system, as required or as time permits.

General Guidelines

- Upon detection or notification of an Airport emergency condition, the Incident Commander or the Command Staff of the department/agency with authority for response shall determine the need for immediate local or regional alert and warning, devise the message and means of delivery, and direct its implementation. This responsibility may be delegated to the Incident Public Information Officer, if the position has been activated.
- Warning information received via telephone should be confirmed by return phone call.
- EAS authorized personnel shall provide preliminary (best available) public safety information to the appropriate EAS station for immediate broadcast.
- Updated information will be given to the public through the methods outlined above, and according to guidance outlined in the Public Information section.
- A log of all warnings issued during the incident shall be maintained by the Public Information Officer, or by the city or city official issuing the warning.
- Rumor control may become essential to the public information effort. The PIO through the IC will ensure disseminated information is factual.

8.4 Organization and Assignment of Responsibilities

The IC is responsible through the ICS to initiate the Alert and Notification System, and for approving public notifications as times allows. Notifications and exchange of information should follow the command structure listed in Section 5.0.

Organizations which receive alert signals are responsible for their own internal notification procedures. These organizations are to follow their own SOPs, which are not dictated by

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the Airport. In accordance with the magnitude of the emergency, agencies may suspend or curtail normal business activities. This may include recall of essential off duty employees, sending non-essential employees home, evacuating the agencies facilities, and preparing for emergency operations. Some examples of public address scripts are listed in Section 29.0.

When an emergency occurs on the Airport the IC will determine the status of the airport and close any or all portions as required. The FSS/ATC shall advise other air and ground traffic to avoid conflicts on portions of the airport that remain open.

The FSS/ATC shall, whenever possible, provide ARFF personnel the following:

1. Estimated time of arrival of the aircraft (ETA).
2. Location and/or landing runway, if possible.
3. Aircraft identification and type.
4. Nature of emergency.
5. Number of souls on board and quantity of fuel on board.
6. Any unusual conditions regarding cargo or persons on board.

Operators of emergency vehicles equipped to monitor local ATC/FSS radio frequencies shall be kept informed of the progress of the aircraft experiencing the emergency.

Direct communications shall be maintained between the pilot of the aircraft experiencing the emergency and the ATC/FSS unless the pilot of the affected aircraft requests direct communication with the officer in charge of the ARFF equipment.

8.5 Administration, Finance, and Logistics

See Section 25.0 for applicable maps.

See Section 2.7 for policies on Administration and Logistics. See Section 3.0 for contact information and Section 28.0 for lists of resources available.

8.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

8.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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9.0 Emergency Public Information

9.1 Purpose

The Emergency Public Information (EPI) section describes how, through the IC and the PIO, emergency information is disseminated timely and accurately throughout the Airport as well as the surrounding areas that may be affected. This includes the organizations, and processes the Airport will use to provide useful information/instructions before, during, and after a disaster/emergency.

9.2 Situation and Assumptions

The EPI is expected to reach the people in Kodiak, Alaska, and may notify the entire region. The Kodiak Airport has the potential to be affected by the disasters/emergencies as described in the hazard sections (16.0-24.0). In these situations it may become necessary for the Airport to distribute information to the public through the news media. The Airport will relay timely and accurate information to the public through the IC and PIO as time permits.

Media personnel receive agency training which acts as the ongoing preparedness program to assist people with the EPI process. Training for those who might be unfamiliar with the Airport and its surroundings is available at the annual tabletop and tri-annual AEP disaster drills.

9.3 Operations

The Airport Manager, IC, or designee is responsible for activating the EPI. The IC will be responsible for inter-jurisdictional coordination with all local, state, and federal agencies until delegated to the PIO.

Dissemination of information will be typically through the local radio and television systems. Additional means include person to person notifications, e-mail, faxes, and the use of private radio systems. All of these EPI systems have the potential to be impacted or destroyed during the emergency. Most likely one of the methods will survive the emergency and allow for efficient and timely dissemination of the emergency information.

EPI organizations including hours of operation, address, and contacts including the principal means of notifying these organizations are located in the Quick Reference Guide Section 3.0.

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The audience will generally be of local people, who may be unfamiliar with surroundings at the accident scene, including people with special needs. In general, the audience is not highly trained to respond to a local emergency and the EPI is not intended to be used as a resource for enlisting volunteers. Each media outlet will utilize all available resources to accommodate any special needs within the community. In some situations or areas, background noise may affect normal warning and/or public address means. These situations may require the use of emergency vehicle and/or other loud public address equipment.

It is assumed that in most cases the local populations are not prepared for emergencies of this nature. Therefore the EPI system is crucial in alerting the public to the hazards associated with the emergency.

During the emergency, local people will be searching for information. This will be especially prevalent in aircraft accident emergencies. The EPI system is designed to broadcast to a wide area rather than provide individual information and is critical in meeting the public's demand for current information. A successful EPI will reduce the number of individuals calling for more information, allowing emergency crews and support personnel to focus on the emergency response activities, and limit people from attempting to gain further information directly from the scene, which may create additional injuries.

There may be state and national interest regarding coverage of the disaster/emergency. External media will likely be unfamiliar with the processes outlined in the AEP. Cooperation is expected from local media in terms of focusing on dissemination of emergency public information ahead of the need for news coverage. However it is understood that some media will attempt to gain information from unofficial sources.

External media may bring a significant number of personnel, which may create a heavy demand on local resources and Airport Management. The Airport AEP is expected to help reduce further harm or casualties and to minimize the effects of the disaster/emergency where the public is concerned which may require restrictions on external media crews. Additional resources for external media crews will be provided through the PIO as time and availability permits.

Relief and additional personnel will be augmented by the EPI agency recalling all available employees, and utilizing any additional resources that may be available through the Resources Section 28.0 of the AEP.

Time permitting; the IC or designee will brief the media on the pertinent issues regarding the disaster/emergency. These briefings will continue for the duration of the

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disaster/emergency. The IC or designee will determine the frequency and timing of these briefings to reduce the dissemination of inaccurate information and/or rumors.

The IC or designee will be briefed by agencies involved with the disaster/emergency status before briefing the media. This person will respond to the media and continue to disseminate information. Inter-jurisdictional coordination through the IC will take place to ensure a single source of information to the media.

The IC or designee will brief directly involved Airport tenants on the emergency/disaster status as time permits and give instructions to ensure safety of tenant personnel and property before the general public are briefed on the status of the emergency.

The news media will assemble and provide press credentials at the press assembly area designated by the IC. The Airport will provide escort methods for the media in the event of an emergency. It is understood that this shall be lowest priority until the emergency/disaster has ended.

Facilities located near the emergency may not have the equipment and resources required for a functioning EPI, therefore all agencies should be prepared to provide the required equipment and resources required to complete their mission. Section 2.7 identifies each agency's responsibility to procure, account for, and maintain its equipment and other resources.

Additional resources that may be locally available are identified in Section 28.0.

Possible press assembly areas are:

Facility	Point of Contact
ARFF Fire Station	U.S. Coast Guard PIO

The EPI is expected to be conducted in Phased Activity. Before a known pending event, Airport management should issue alerts to the EPI as time permits. This message may include details about the event, timing, and possible resources requested from the community. If there is limited warning available of a pending event, Airport Management may not have time to issue an alert. After an event occurs, Airport Management should notify the public of events and issue instructions to the public via the EPI as time allows.

FBO/Tenant/Air Carriers

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FBO/tenant/air carrier managers will assist and provide support, whenever possible, to the Airport. This will be mainly in the form of disseminating information to their customers regarding the current emergency/disaster.

9.4 Organization and Assignment of Responsibilities

The organization primarily responsible for issuing warnings and alerting the public to potentially hazardous situations is the Police Dispatch. The Police Department operates a dispatch center and all calls pertaining to emergency situations are channeled through this center. The dispatcher on duty will activate appropriate warning systems and alert response units in accordance with established departmental procedures. Residents of the area can contact the Dispatch Center for emergency assistance by dialing 911.

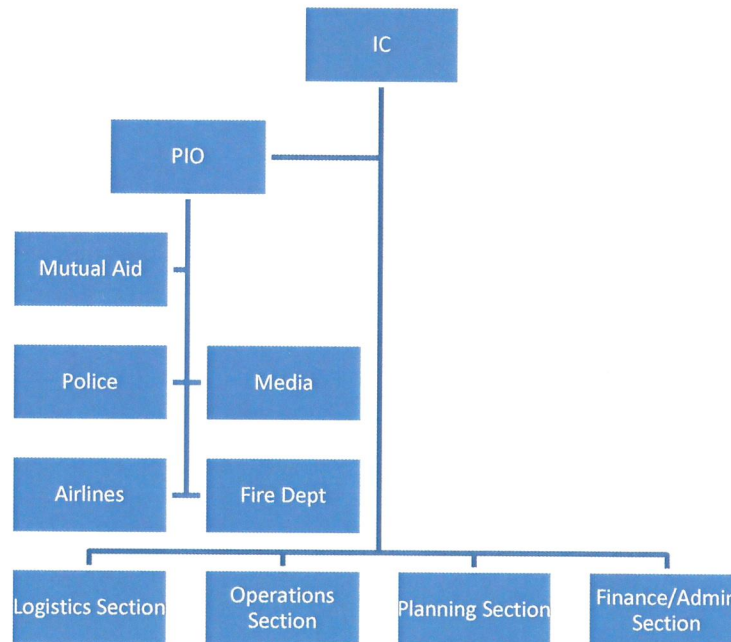


Figure 9.4: EPI Organization

9.5 Administration, Finance, and Logistics

The flow of information for the EPI function is outlined in this section, and relevant SOPs are located at each EPI agency.

See Section 2.7 on Administration and Logistics.

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9.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

9.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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10.0 Protective Actions

10.1 Purpose

This section describes the provisions in place to ensure a safe and orderly evacuation (time permitting) and/or emergency sheltering. Events that may require evacuation or emergency sheltering are detailed in the hazard sections.

10.2 Situation and Assumptions

In the event of an emergency, the traveling public and/or employees may need to be evacuated from the airport, or sheltered in place. These options are generally referred to as “protective actions.” Natural disasters and hazardous material incidents are examples of hazards that could trigger an order to evacuate. All areas on the Airport may be subject to protective actions. Areas on the Airport that store hazardous materials are detailed in Section 21.0.

Evacuation will take place along the main transportation corridors from the Airport if possible. While disasters may negatively impact these, the IC will adapt plans to local conditions.

Some hazards provide sufficient warning time to implement a planned action for those identified at risk. However, emergency situations can occur with no warning, requiring the IC to evacuate people on an ad hoc basis, and it may be prudent to shelter people rather than evacuate.

The decision to evacuate and/or shelter will be made by the IC or Airport Manager, and the entire Airport is subject to potential protective actions. Resources available through response organizations are detailed in their respective hazard sections and Section 28.0. The airline will generally coordinate with providers in the local community to assist transient personnel who need assistance and guidance. Coordination with the surrounding community to accommodate transient personnel may take place under the direction of the Air Carrier and/or IC.

Certain sectors of the traveling public will require special attention and assistance. The Air Carrier will make arrangements as these situations arise for their passengers.

Some people might ignore the protective action being recommended regardless of the threat. The Law Enforcement Officer in coordination with the air carrier and tenants will be responsible for Crowd Control as per Section 24.0.

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10.3 Operations

The IC, Airport Manager, or designee is responsible for ordering an Airport evacuation. In the event that such action is necessary, the IC will coordinate with the community as outlined in the ICS (Section 5.0). The EPI is also available to assist in notifying the public of evacuation alerts. Local community resources may need to be called upon to assist with transportation during evacuation, as per unwritten agreements with the local community (see Section 28.0 for a listing of potential resources).

Sheltering

In the presence of some emergency hazards, it is more prudent to shelter personnel at the Airport than evacuate the premises. The IC has the authority to determine if the Airport should be evacuated or used for sheltering under AS 26.23.010 to AS 26.23.220.

The Airport Manager/IC is responsible for issuing evacuation/sheltering instructions to Airport users and tenants by whatever means necessary. State of Alaska DOT&PF does not own or operate terminal facilities at this airport.

The State of Alaska owns the DOT&PF Shop which is located on the Airport that may be utilized for sheltering. The Airport Manager is responsible for securing this facility during any emergency sheltering. This facility has a HVAC system that may need to be shut down. The Airport Manager is responsible for shutting down this system and any other source of outside air if required.

Evacuation

When evacuation is necessary, the entire Airport is likely to be evacuated. Evacuation procedures will follow the Emergency Plans of the City of Kodiak, detailed in Section 29.0. The IC is authorized to create evacuation plans as the situation requires. Per Alaska Statutes AS 26.23.010 – 26.23.220, the IC will determine if a complete or partial evacuation is required, and is authorized to take actions to evacuate the area.

Evacuation means may vary significantly due to the nature of the disaster. Emergencies or disasters may require the evacuation of people from certain hazard areas to areas of lower risk. The Airport Manager will coordinate with local emergency responders or Incident Management teams as needed to determine if evacuation of all or part of the Airport is prudent to minimize loss of life.

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Some Airport transient evacuees may have special needs, and those accommodations will be addressed as they arise by the Air Carrier. Additional transportation resources may be listed in Section 28.0. See Section 29.0 for additional evacuation procedures.

Once the property is evacuated, vacant property may be damaged. Law enforcement personnel will attempt to secure the property as time allows. Inter-Jurisdictional relationships are delineated in the ICS and in respective functional and hazard sections. There are no written Mutual Aid agreements or institutionalized plans with other organizations.

10.4 Organization and Assignment of Responsibilities

The IC or designee is responsible for authorizing protective actions, and is responsible for conducting a clear and orderly evacuation. The IC will coordinate with the community as listed in the ICS. The IC is responsible to initiate and make public notifications as time allows through the PIO and local radio and media outlets, as provided for in AS 26.23.010 - AS 26.23.220. Other assignments and responsibilities are included in each hazard section.

10.5 Administration and Logistics

See Section 2.7 for policies on Administration and Logistics. Available resources are listed in Sections 27.0 and 28.0. Provisions for moving essential supplies are contained in Section 29.0.

The regional office may assign an officer to the incident during large scale emergencies. This officer is responsible for financial record keeping, reporting and tracking of Airport resources during an emergency. When an evacuation is undertaken, it is each agency's own responsibility to provide initial supplies and equipment to sustain their operation and conduct a successful evacuation.

See Section 25.0 for applicable maps.

10.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

10.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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11.0 Law Enforcement/Security

Purpose

This section provides information and identifies methods used to mobilize and manage law enforcement services in response to a disaster/emergency. The Alaska State Troopers and other local law enforcement agencies exist to protect life and property, as well as ensure rapid access for all emergency responders/equipment to the disaster/incident site and nearby medical facilities.

Situation and Assumptions

Law enforcement would play a critical role in the event of a major disaster or incident at or near the Airport. Law enforcement agencies are available to assist in emergencies, and will be familiar with their responsibilities.

It is possible that situations could arise which exceed the resources of the Alaska State Troopers. Additional law enforcement resources when available will provide temporary assistance needed by Police, and are familiar with their responsibilities.

During an emergency/disaster on Airport property, all law enforcement activity will be under the direction and control of the Alaska State Troopers.

It is possible a large scale disaster will itself impact the police response, and may isolate the Airport from local support, requiring response from long distances or use of private security.

It is also assumed that outside resources will have sufficient personnel so that their response will not compromise the safety of their communities when resources are allocated to assist the Airport. Some hazards may isolate the community from outside resources.

Police and/or law enforcement agencies should be prepared for all types of emergencies, which can include demonstrations, riots, and lootings. Police and law enforcement agencies may have immediate access to the following items: batons, tazers, barricades with lights, flagging, and ropes to cordon off areas, signs, demonstration and/or riot protective gear, flares, flash lights, and portable lighting, as well as other resource items listed in the law enforcement SOPs.

Operations

Airport

The IC and EOC are responsible for notifying and coordinating with the police agencies as per the ICS. Mobilization and coordination for on and off Airport law enforcement will follow the ICS and procedures outlined in each hazard section.

The Alaska State Troopers is responsible for protection of life and property, enforcement of law and order, protection of scene security, providing traffic and crowd control, and ensuring emergency rescuers have rapid access to the disaster/incident site and quick egress for medical transport.

Police and the Airport manager are responsible for providing perimeter security per the Airport Security Plan and FAR Part 139.335.

The Airport Manager is responsible for coordinating the Airport's plan with other law enforcement agencies which have responsibilities under the plan. There will be airport maps in airport rescue equipment and each mutual aid agency command vehicle. The Airport Manager will train all mutual aid companies in Airport familiarization and procedures for reducing runway incursions as time permits.

Administration and Logistics

See Section 2.7 for policies on Administration and Logistics. Contacts are listed in Section 3.0

There are no written agreements with neighboring Law Enforcement agencies to augment law enforcement response to the Kodiak Airport. Law enforcement agencies may have unwritten agreements for assistance when available from other agencies.

General Policies for Managing Resources, Record Keeping, Reporting and Tracking Resources:

A regional officer finance/administration officer may be assigned to the EOC during emergencies. This officer is responsible for financial record keeping, reporting and tracking of resources during an emergency. The Police Department will be responsible for testing and maintaining law enforcement support equipment and repairing damaged equipment. Through the ICS, the IC and local police department will ensure proper resource allocation and adequate law enforcement coverage should multiple incidents develop to the extent feasible.

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See Section 25.0 for applicable maps.

11.5 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

11.6 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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12.0 Firefighting and Rescue

12.1 Purpose

This section identifies the methods used in mobilizing and managing fire and rescue services in response to emergencies. It includes a summary of on Airport and off Airport available personnel, the availability and location of firefighting vehicles, agents, and equipment, as well as the location of resources. The purpose of the fire and rescue section is to summarize procedures and outside resources so there is no doubt as to the Airport's abilities to respond and meet the needs surrounding a significant disaster/emergency.

12.2 Situation and Assumptions

The Airport is fully compliant with the requirements of a Part 139 Certificated Index B Airport. The U.S. Coast Guard (USCG) operates the airports ARFF truck and is the entity that conducts ARFF duties for the airport under a Memorandum of Agreement (MOA). The procedures and resources utilized to meet these requirements are outlined throughout this AEP in Sections 18.0, 26.0, 27.0, and 28.0.

The Airport is subject to hazards and situations that could overwhelm fire and rescue resources as well as hinder firefighting/rescue operations. The main fire and rescue responsibilities of USCG ARFF crews during a disaster/incident are fire suppression, search and rescue efforts, administration of basic first aid, and initial assessment of hazardous materials incidents.

The Kodiak Airport has organized outside fire and rescue assistance with other agencies. Other responding agencies are familiar with their duties. The local support Fire Department's capabilities and resources are listed in Section 26.0.

Large scale accidents most likely will deplete local resources quickly and may require support from neighboring communities or from other distant resources available only by air or water, including the National Guard, Coast Guard and Homeland Security.

When available, off-Airport fire and rescue units will assist on-Airport resources as needed in accordance with this plan.

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The USCG maintains the training curriculum and records for the Airport ARFF crews for performing their firefighting duties as well as the procedures for safe operations within the AOA.

Off Airport firefighting crews may not always be trained in the proper and/or safe procedures for operating within the AOA, these individuals may require an escort and coordination with the IC.

The phases/responsibilities of firefighting responses are listed in Section 16.0.

Public and private fire and rescue services, and the community they serve, may themselves be impacted by the disaster. This may result in response delays from local agencies. Additional assistance from long distance resources may be available as listed in Section 3.0 or through the community EOP.

In some situations, such as wide area disasters, the Airport fire and rescue services may be operating without the benefit of mutual aid support due to their commitment elsewhere.

12.3 Operations

The Kodiak Airport maintains the vehicles and staff required to meet the requirements of Index B as outlined in 14 CFR 139.315.

The IC is in charge of directing operations during the emergency.

The Airport Manager or designee is responsible for overall response policies, and oversight of the USCG MOA. Command and interaction with other agencies will follow the ICS (Section 5.0) and is also reviewed at the annual airport tabletop or full scale disaster exercise.

The Airport fire and rescue services are provided on-site by USCG ARFF which is responsible for directing fire and rescue operations at the Airport. The IC is responsible for coordination of all Airport Fire and Rescue operations until specific tasks are delegated to other agency leads. Refer to hazard sections for response procedures and plans.

Interaction with other mutual aid and response organizations and mobilization of mutual aid fire and rescue services are coordinated through the IC or designee as per the ICS. Detailed plans and procedures are outlined in each hazard section and Section 16.0.

It is critical that all mutual aid and others assisting with a disaster on the Air Operations Area (AOA) be fully trained and authorized to operate within these specific areas. Due to

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the large amount of resources that would be required to support a disaster at this Airport, it is unlikely that many of the responders will have this level of training. Therefore the IC and his/her designated security officer will be responsible for escorting non-emergency (Fire/Police) mutual aid within these areas.

The National Incident Management System (NIMS) and Incident Command System (ICS) is generally followed for fire and rescue incidents at the Airport (Sections 5.0-6.0).

The Airport and the USCG maintains the emergency equipment listed in Section 26.0. Phases of emergency response follow ARFF procedures listed in Section 16.0.

There will be an airport grid map in each airport emergency vehicle and mutual aid agency command vehicle. The Airport Manager is responsible for training to reduce Airport incursions and provide Airport familiarization during annual disaster training and as time allows.

Coordination with the IC and procedures for mobilization will be practiced during mandatory AEP emergency drills and during Airport recurrent training.

Vehicle Readiness

ARFF is available during scheduled and permitted Part 139 air carrier operations to operate a vehicle, meet response times, and meet minimum agent discharge rates required by CFR Part 139

It is the Airport Manager or designee's responsibility to insure that all ARFF equipment is tested, maintained, and repaired as outlined in 14 CFR 139.319.

The ARFF station houses equipment as well as Fire Department personnel to perform ARFF services.

A complete listing of all fire response equipment is listed in Section 26.0.

The Coast Guard ARFF Fire Station is located on the U.S. Coast Guard base and houses all the airports ARFF equipment and staff.

If ARFF Vehicles Become Inoperable:

Airport Manager or designee shall notify the FSS/ATC and issue a NOTAM in accordance with Section 139.339 (Airport Condition Reporting).

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Emergency Access Roads

The Airport Manager or designee shall ensure that roads that are designated as emergency access roads for ARFF vehicles are maintained in a condition that will support those vehicles in all weather conditions to the extent practicable.

12.4 Organization and Assignment of Responsibilities

The specific organizational structure and associated responsibilities that are assigned to ARFF for each type of emergency are described in the hazard sections of this AEP. The USCG ARFF will coordinate with other responding agencies through the IC or as delegated through the IC.

12.5 Administration and Logistics

See Section 2.7 for policies on Administration and Logistics. Contacts are listed in Section 3.0.

General Policies for Managing Resources, Record Keeping, Reporting and Tracking Resources:

A Kodiak Airport regional officer may be assigned to the EOC during emergencies. This officer is responsible for financial record keeping, reporting, and tracking of Airport resources during an emergency. The Coast Guard is responsible to test, repair, and maintain the ARFF equipment. ARFF equipment that is damaged, un-repairable or has exceeded its life expectancy will be replaced as soon as funding is available through the AIP funding process. Through the ICS, the IC and local fire department will ensure adequate coordination of fire coverage should multiple incidents develop.

See Section 25.0 for applicable maps.

12.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

12.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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13.0 Health and Medical

13.1 Purpose

This section describes the methods used in mobilizing mutual aid medical responders and managing health and medical services in response to each emergency as outlined in each hazard section. The IC will use the local health organizations and assistance from mutual aid responders to mobilize and manage medical services in response to an emergency.

13.2 Situation and Assumptions

In accordance with FAR 139.319, the ARFF department staffs at least one individual trained in basic emergency medical services during scheduled/permitted air carrier operations.

The local Fire Department is the primary triage, treatment, and medical transport service utilized by the Airport with backup medical service and ambulance transportation from the surrounding area.

Assumptions:

- Off-Airport mutual aid assistance will be required.
- Food and water will be kept out of the response Hot Zone to insure that it does not become contaminated.
- Public and private medical, health, and morgue services resources located at the Airport and the community it serves are available.
- A major disaster/emergency at the Airport involving numerous injuries/casualties could require extensive coordination and use of off-Airport medical resources which may stress local health, medical, and morgue services.
- Limited medical, health, and morgue facilities can be established at the Airport. The community is not connected to the highway system, and has limited medical resources. Long distance support may be hampered by frequent poor weather or closure of the airport.

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- Large scale emergencies and disasters may affect large areas requiring use of mutual aid from long distance.
- Emergency services to protect life and health during the first 12 to 24 hours after the disaster will probably be exclusively dependent on local and area resources. The local resources will attempt to contain communicable diseases to the extent possible.
- Volunteers may come forward to assist with essential tasks, and must be managed as they approach.
- Medical transportation of the injured to medical facilities should be accomplished as quickly as possible.
- This community is relatively remote and medical support may need to come from Anchorage.

13.3 Operations

The IC is responsible for initiating the ICS which will mobilize all parts of health and medical services and coordinate with other responding agencies. Further coordination will occur through the annual response drills. The Medical Control Officer is responsible for all on site medical related interaction with mutual aid, volunteers, and/or others assisting with the medical response. The largest air carrier expected at this Airport has a maximum seating capacity of 178.

Mass casualty incidents will most likely overwhelm the resources locally available. Section 3.0 has a listing of additional (long distance) resources that may be utilized. Transportation of those injured will be provided by the Fire Department and prioritized by the Medical Control Officer. See Section 28.0 for additional transportation resources.

Phases of emergency response will follow the designations in each hazard section. The IC or designee will be responsible for increasing the phases of emergency response. The IC will designate a Medical Control Officer that will be in charge of coordinating the medical response, if needed. The Medical Control Officer or IC is responsible for establishing a medical command post at the emergency scene, and ensuring the appropriate phase of response is established prior to, during, and after the emergency. The mobilization of medical resources is described in each hazard section. Security and vehicular access procedures for the AOA are outlined in Section 11.0.

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The ARFF responder is responsible for initial triage of the injured until handed off to local EMS for treatment and transport to medical facilities. It will be the goal of the ARFF, Medical Control Officer and all medical responders to transport the critically injured within 60 minutes of the injury. Victims of hazardous materials should be isolated and decontaminated. If the patients are contaminated with jet fuel or other substance that requires clothing to be removed, temporarily clothe the patient in available materials, if possible.

The IC is responsible for overall Airport familiarization and training to mutual aid companies, as time allows. The IC is also responsible to institute training to reduce vehicle/pedestrian incursion on the Airport during annual disaster drills and as time allows. There will be Airport maps in each Airport emergency vehicle and mutual aid agency command vehicle.

Large scale medical services are provided by:

Kodiak Island Hospital

The Kodiak Island Hospital is a 25-bed acute care and 22 long term care facility with a staff of 14 physicians and 33 nurses. The hospital can handle approximately six emergency patients. The hospital is a full care facility capable of providing laboratory, x-ray, emergency room, and surgery suite.

The physician in charge of the Kodiak Island Hospital and the physician from the CG Support Center will work in conjunction with the CG Air Station in the directing of the Rescue Coordination Center at Elmendorf Air Force Base in Anchorage for military medivac aircraft if needed.

Coast Guard Outpatient Clinic

The Coast Guard Facility is an outpatient clinic with a staff of (3) three physicians, two (2) dentists, two (2) nurses and (26) twenty-six health service technicians, one (1) physician assistant. The facility is capable of providing limited laboratory and X-ray procedures.

Medical crews may receive limited training on the requirements for operating in the AOA during AEP drills. Medical crews will most likely not be fully trained in the proper and/or safe procedures for operating within the AOA. These individuals will require an escort through the IC or police, as outlined in Section 11.0.

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Designated facilities during a Health and Medical Emergency are:

Stretcher Cases.....	Terminal Building
Stretcher Cases.....	Providence Kodiak Island Medical Center
Morgue	Matson (will call)
Non-Injured.....	Terminal Building
Injuries.....	Kodiak Community Health Clinic
Injuries.....	North Pacific Medical Clinic
Injuries.....	State of AK. DOT&PF Maintenance Shop

The Alaska State Troopers and State Medical Examiner are responsible for the removal, identification, and transporting of the dead. Body bags can be purchased through several internet sites. The State Medical Examiner is responsible for the collection, identification, and disposition of deceased persons and human tissue from a multi-casualty incident. In addition, FEMA has the capability to provide Disaster Mortuary Assistance Teams (DMORT) to respond to the scene of a multi-casualty incident. Both the State Medical Examiner and FEMA DMORT can be accessed by contacting the Alaska Division of Homeland Security and Emergency Management.

COMMUNICABLE DISEASES

Airport staff and mutual aid responders are not specifically trained in the recognition of persons exhibiting signs/symptoms of a communicable disease or a disease that may require isolation or quarantine.

The following section identifies general information and guidelines for communicable diseases. If Airport personnel observe persons they believe are exhibiting symptoms of a possible disease requiring isolation and/or quarantine they shall contact the State of Alaska Public Health Department or the Center for Disease Control.

Contagious diseases that pose a health risk to people have always existed. While the spread of many of these diseases has been controlled through vaccination and other public health efforts, avian influenza ("bird flu") and terrorist acts worldwide have raised concerns about the possibility of a disease risk. That makes it important for people to understand what can and would be done to protect the public from the spread of dangerous contagious diseases.

The CDC applies the term "**quarantine**" to more than just people. It also refers to any situation in which a building, conveyance, cargo, or animal might be thought to have been exposed to a dangerous contagious disease agent and is closed off or kept apart from others to prevent disease spread.

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The CDC uses two main traditional strategies—**quarantine and isolation**—to contain the spread of illness. These are common health care practices to control the spread of a contagious disease by limiting people's exposure to it.

- **Isolation** applies to persons who are known to be ill with a contagious disease.
- **Quarantine** applies to those who have been exposed to a contagious disease but who may or may not become ill.

The decision to quarantine or isolate will be made by the Medical Control Officer and the IC.

13.4 Organization and Assignment of Responsibilities

Complete delineation of medical responsibilities is in each hazard section. Each medical organization has its organization and responsibilities within their own SOPs. Airport will provide rescue operations first and then basic first aid to emergency/disaster victims. The Incident Commander shall assign a Medical Control Officer, if needed.

Medical Control Officer shall report to the scene, assess medical situation, initiate hospital notification, designate and communicate staging areas for patients, medical equipment and medical transportation, request medical resources, gather medical reports and account for all patients.

13.5 Administration and Logistics

Availability of Services and Support

The availability of services and support for emergencies can be located in:

- Organization and assignment of responsibilities section
- AEP hazard sections,
- Resource inventory,
- Appendix section of this AEP.

It is up to each individual department and involved agency to appropriately manage, monitor, request and transport additional resources as needed, including equipment and personnel.

See Section 2.7 on Administration and Logistics and Section 28.0 for additional resources available in the community.

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The Fire Department medical mutual aid is responsible for maintaining its sources of medical supplies, acquisition of medical equipment, provide supplies for field medical operations, and transportation for medical equipment.

13.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

13.7 Authorities and References

See Authorities and References in Section 2.2 and 30.0.

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14.0 Resource Management

14.1 Purpose

This section describes the methods used in resource management in response to an emergency.

14.2 Situation and Assumptions

The Airport is subject to hazards and situations that could overwhelm resources as outlined in the hazard sections. Potential emergencies that are likely to deplete responding agencies resources; include earthquakes, floods, large aircraft accidents and wildfire. Any resource may be found to be in shortage during prolonged emergencies. While it is difficult to plan for and have available all possible needed resources, the Kodiak Airport in cooperation with its mutual community aid responders have developed a comprehensive program to provide an acceptable level of emergency preparedness. Sections 27.0 and 28.0 have listings of additional resources that may be available.

Resource management may also be hampered by damage or failure of ground transportation infrastructure. Possible alternatives include the use of boats or rafts to provide a route around damaged bridges. Small planes and helicopters may also be utilized to transport supplies and equipment around damaged infrastructure. The Kodiak area may or may not have alternate routes available depending on the type and severity of the disaster.

It is assumed that response agencies will be able to sustain themselves during the first 24 hours of an emergency.

It is assumed that volunteers will be available from the general public, and may be utilized at the IC's discretion. Volunteers may be eligible for worker's compensation.

14.3 Operations

General policies for resource management include:

Each responding agency is responsible for notifying potential suppliers of their needs including activating any delivery process that may be available.

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Emergency victims will take precedence in the allocation of resources. All other resource allocation will be as directed by the IC or designee.

Suppliers of last resort-emergency response organizations should exhaust their own channels of support first, and then seek assistance from the IC, other mutual aid companies or local resource. Due to constant fluctuations in prices supplies will be purchased at agreed upon cost at the time of need.

The Kodiak Airport in conjunction with its mutual aid companies has identified a listing of available resources including contact information (Section 28.0).

Resource needs will most likely vary depending on the type of emergency. Responding agencies are tasked with properly equipping their respective emergency response units with the known quantities of required items and/or equipment in which responding technicians need to provide their services. Delivery of resources can vary also depending on the type and severity of the emergency. Typically however these resources would be staged at security checkpoints, with the exception of traffic control resources which will be dispatched to the needed area by the IC or designee. Resource delivery will be completed as quickly as possible by the vendor or procurement specialist and will be coordinated through the IC and prioritized based on situation need and the requesting agency. Depending on the size and duration of the emergency, follow up resource requests and reports will be initiated, prioritized, logged, and resubmitted to the IC and procurement specialist to insure a timely flow of resources.

Procurement specialists within each mutual aid unit should notify suppliers in advance when possible of each agencies potential need for extra resources, as well as evaluating requests and quantities against known vendors. This procedure may also be utilized in procuring and/or hiring of additional manpower through sources identified within the EOP.

During emergencies of short duration emergency procurement of resources most likely will be made without an authorized budget.

Emergency procurement for emergencies of longer duration may follow the same basic procedures as short duration emergencies. However they may be tied to a budget which will require processing transactions and tracking of available funds to prevent overspending.

It is important for the IC as well as each mutual aid agency to be aware of legal obligations and special exemptions provided for declared emergency situations. Alaska Statutes AS

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26.23.010 – AS 26.23.220 provide emergency powers for state agencies dealing with large emergencies and disasters.

Designated staging areas will be activated by the IC or designee. Some disasters may result in damage to supply routes, including bridges. The IC in cooperation with local jurisdictions will utilize all available resources including those listed in Section 28.0 to provide for a means to transport resources around damaged infrastructures. This may include the use of power boats, hovercrafts, cable pulley rafts or other methods readily available to move supplies around damaged bridges.

14.4 Organization and Assignment of Responsibilities

The IC or designee is responsible for assigning resource management duties to personnel including volunteers as needed. The IC is responsible to identify the various phases of emergency activities, and direct personnel as needed.

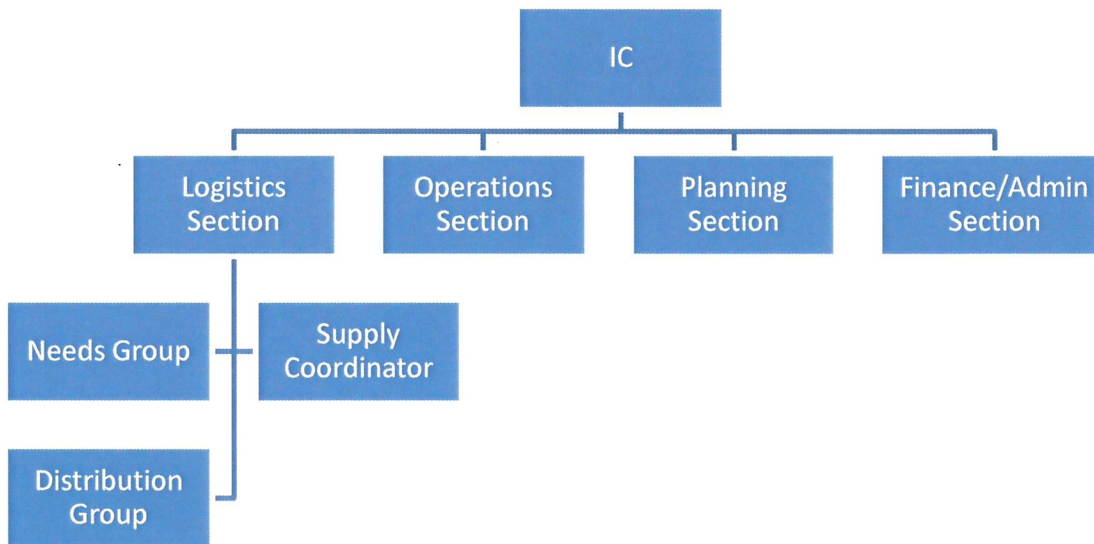


Figure 14.4: Resource Management Organization Chart

Emergency activities are divided into four phases that affect emergency events.

Mitigation is the initial phase. It operates long before an emergency occurs and includes any activities aimed at eliminating or reducing the probability of occurrence of an emergency.

Preparedness is an ‘insurance policy’ against disasters. It is undertaken because mitigation activities cannot eliminate the occurrence of all events. Preparedness activities

include planning to ensure the most effective, efficient response, efforts to minimize damages, such as forecasting and warning systems, and laying the groundwork for response operations, such as stockpiling supplies.

Response is the first phase that occurs after the onset of an emergency. It is intended to provide emergency assistance for disaster casualties, including search and rescue, shelter, and medical care, to reduce the probability or extent of secondary damage.

Recovery activities continue beyond the emergency period immediately following a disaster. Their purpose is to return all systems, both formal and informal, to normal. They can be broken down into short-term and long-term activities. Short term activities attempt to return vital human systems to minimum operating standards and usually encompass approximately a two-week period. Long-term activities stabilize all systems.

Emergency resource supplies purchased under the Emergency Declaration may not be completely utilized during the disaster and/or repair stages. Unused resources are not eligible for reimbursement through disaster declaration funds. It is important for the procurement officer of each mutual aid unit to inventory all unused items purchased through their agency and return them to the original vendor when possible.

Once the disaster is over and necessary repairs (temporary or permanent) are completed mutual aid and the entire ICS structure will stand down and return to normal duties. At this point preparations need to be made for financial settlement through each agencies administration section as well as support acknowledgement for everyone involved in the disaster response and recovery effort. It should also be noted for all mutual aid companies as well as the IC that volunteers and good Samaritans may be entitled to compensation for accidents and/or injuries sustained during volunteer duties. Agencies may want to require liability waivers for voluntary assistance.

14.5 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

14.6 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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15.0 Airport Maintenance and Operations

15.1 Purpose

This section will describe how the Airport's maintenance personnel will respond to an emergency during published duty hours and/or published Permitted Part 139 operations. Notifications are through the ATC/FSS or Fire Department. They will follow the responsibilities described in this section as well as those outlined within the Airports approved Certification and Security Manuals. Coordination will be through the Airport Manager or IC to ensure procedures are followed.

15.2 Personnel and Equipment

The maintenance department is capable of standard airport maintenance, and is available to assist in other emergencies, as capable. Airport maintenance equipment is listed in the Section 27.0. This equipment is located on the Airport at the DOT&PF Maintenance Facility.

15.3 Situation and Assumptions

All responding maintenance personnel will be familiar with their responsibilities. They will respond to hazards as per the IC's instructions or the procedures outlined in each hazard section within their training capabilities.

Airport maintenance personnel may be the first to respond to an emergency and may have to represent Airport Management during the initial stages of some emergencies.

Airport Maintenance is responsible to respond to an emergency during scheduled and permitted Part 139 operations.

In some emergencies, Airport maintenance personnel may have to make initial determination if Airport structures are safe for use.

Off Airport response is based on the needs of the airport and will be authorized by the Airport Manager.

15.4 Operations

The Airport Manager or designee will respond to the emergency, evaluate the situation and its impact on overall airport functions and relay all pertinent information to the IC and

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Airport Maintenance as appropriate. Airport operations and/or the Airport Manager will ensure airport personnel/organizations are notified of the emergency. Training to reduce vehicle pedestrian deviations and runway incursions will be provided to those requiring Ramp or entire AOA access to perform the critical functions of their positions. Escorts must be provided for any non emergency personnel who do not possess and display a current Kodiak Airport badge for the area they are accessing.

Airport Manager or designee will make the initial determination regarding the requirement to issue NOTAMs-including closing the Airport.

Airport Maintenance will inspect the AOA for any hazardous conditions that might affect the operation of the Airport. Any condition not meeting the requirements outlined within the Airports Certification Manual, will be immediately reported through the airport self inspection program. Any condition that may create a hazard for aircraft operating within these areas must be NOTAMed until the condition has been corrected, as outlined in the Airport Certification Manual.

Airport grid maps will be provided for mutual aid command vehicles as well as all ARFF and emergency airport equipment.

15.5 Organization and Assignment of Responsibilities

The IC will delegate duties to Airport Maintenance as needed and available for each emergency, and as described in each hazard section.

15.6 Administration and Logistics

Resources available for use by the Airport Operations and Maintenance department are available in Appendix Sections 27.0 and 28.0. See Section 2.7 for policies on Administration and Logistics.

15.7 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

15.8 Authorities and References

See Authorities and References in Section 2.2 and 30.0.

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16.0 Aircraft Incidents and Accidents

16.1 Purpose

This section describes the actions and protocols for aircraft incidents and accidents which may occur at the Airport. The IC responsibility to initiate the response to aircraft incidents is outlined in the ICS system and as described in this hazard section.

16.2 Situation and Assumptions

For the purpose of emergency response, each aircraft incident/accident shall be considered to be a potential hazardous materials incident until deemed otherwise.

Via an MOU with the USCG, the Kodiak Airport maintains Airport Index B personnel and vehicles in a continuous ready state for all scheduled/ permitted air carrier operations with assistance from the local Fire and Police Departments as needed. Airport and ATC/FSS hours of operation may change and are identified in the Alaska Supplement. ARFF personnel are capable of responding to any incident, aircraft or non-aircraft related, during this time.

During periods of low visibility, the ARFF vehicle will operate with all warning lights activated. The responders will proceed to the accident site at a speed reflective of current conditions. Some apparatus may be equipped with Forward Looking Infrared Systems, GPS, or Heads-up Display Systems.

The IC will establish an Emergency Operations Center if necessary.

The procedure for the activation of the EOC is described in the Command and Control section.

16.3 Operations

Emergency off Runway

In the event of an aircraft accident off the runway but still on State property, and not accessible by the ARFF vehicle, the following transportation sources should be utilized to get personnel to the accident site.

1. All-terrain vehicles and private vehicles
2. Boats from the community

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Emergency Closure of Airport Runways

The IC will terminate all aircraft operations and notify the FSS/ATC of airport closure if:

1. Hazards exist on the runways (smoke, debris, wreckage, etc.).
2. Uncontrolled movement of people and vehicles upon the airport operations areas without proper coordination or authorization.
3. Other federal and state agencies have assumed control over movement of people and vehicles without proper coordination or authorization from the IC.

16.4 Organization and Assignment of Responsibilities

AIRCRAFT ACCIDENT CHECKLIST		
	RESPONSE ACTIONS	
Warning Phase:	<ol style="list-style-type: none"> 1. Ensure the <u>Airport Emergency Plan</u> is current. Distribute any changes to all required personnel and discuss changes with all parties affected. 2. Ensure, through well-planned tabletop exercises and simulated disaster drills, that all airport employees, designated agencies, and airport tenants are thoroughly familiar with the contents of the <u>Airport Emergency Plan</u>. 3. Establish contact with emergency services organizations. The emergency aid responders (i.e. Coast Guard Fire Department, State Troopers, City Police, and City Fire Department) should participate in all tabletop discussions and disaster drills, to insure a state of understanding and readiness exists. 4. Maintain a high level of training for all airport employees in emergency procedures, rescue and disaster preparedness. 	IC
	<ol style="list-style-type: none"> 1. Maintain a high level of training for all employees involved in emergency procedures, rescue and disaster preparedness. 	ARFF

AIRCRAFT ACCIDENT CHECKLIST		
	RESPONSE ACTIONS	
Response Phase:	1. Establish an incident command post as needed. 2. Coordinate all ARFF activities with the Senior-on-Scene Fire Officer at the airport during an emergency. The Airport Manager and the Senior-on-Scene Fire Officer (U.S. Coast Guard) must work together in a joint command during emergencies. 3. Request passenger manifest from air carrier. 4. Issue appropriate Notices to Airmen (NOTAM's). 5. Designate a central control point where investigative agencies, news media, and other parties may secure information for which they are authorized. 6. Ensure the accident scene remains secure until arrival of the NTSB crash scene supervisor. In military accidents the Coast Guard Mishap Analysis Board will be in charge of investigating the accident. 7. Authorize and direct the removal of wreckage from the crash scene, after coordination with FAA, NTSB, insurance officials, Alaska State Troopers, and owner of aircraft as applicable. Wreckage involving the military must be coordinated with the military through the Coast Guard Mishap Analysis Board. 8. Resume normal airport operations at the earliest practical time. 8. Assist with post-accident investigation. 9. Provide public information officer to the IC for establishment of public information liaison. Restrict media access to the accident scene until the IC authorizes it. Assist IC in providing press information.	IC
	1. Command the ARFF Department during airport emergencies while at all times acting under the supervision of the Incident Commander (IC). 2. When notified of an emergency situation, responds to scene with personnel and equipment. 3. Provide assistance to the Senior-on-Scene Fire Officer and IC as directed.	ARFF

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AIRCRAFT ACCIDENT CHECKLIST		
	RESPONSE ACTIONS	
	<ol style="list-style-type: none"> 1. Respond to the emergency. 2. Provide overall airport security by establishing initial scene perimeter and traffic control as directed by the IC, mutual aid agreements, and airport security and operation manuals. 3. Control the access of unauthorized spectators during periods of emergency. 4. Provide assistance to the IC as directed. 5. Provide assistance to the Alaska State Troopers when needed. 	Security Officer
	<p>The USCG will respond to air carrier fire and rescue emergencies and render assistance as needed under the direction of the IC.</p> <p>The Women's Bay Fire Department has jurisdiction for structural fire response for buildings in the Kodiak Island Airport Fire Protection District.</p>	Fire Dept

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AIRCRAFT ACCIDENT CHECKLIST		
	RESPONSE ACTIONS	
	<ol style="list-style-type: none"> 1. The Alaska State Troopers are responsible for police services at the Kodiak Airport. USCG military police are available to assist the Alaska State Troopers upon request. 2. The Alaska State Troopers, and USCG military police, when so requested by the Troopers, will establish security perimeters. The USCG will establish a perimeter around the fence line and gates that surround the airport. The State Troopers will establish a security perimeter around the crash site. The Kodiak City Police will assist as needed. 3. The Alaska State Troopers will assume duties of traffic and crowd control at the scene of the crash, and assist in providing crash evidence security as directed by the IC. They shall be responsible for setting up detours at strategic points along routes to be used by emergency vehicles, allowing only authorized vehicles and individuals to proceed to the scene of the crash. The State Troopers will coordinate and receive the approval of the IC when establishing perimeters. 4. The Alaska State Troopers will contact the State Medical Examiner (ME). The ME will direct all efforts in recovery of bodies at the accident scene. All body recovery efforts performed on the airport by the Troopers will be in accord with the ME's instructions and coordinated with the IC. <p><u>Securing the Scene</u></p> <ol style="list-style-type: none"> 1. The State Trooper and IC will immediately survey the area and establish a perimeter within which all wreckage is contained and within which no unauthorized person may enter; except those persons authorized at the scene by the IC or the NTSB supervisor. Note: Upon arrival, the NTSB Supervisor may re-designate the perimeter boundaries of the disaster scene. 	State Troopers

AIRCRAFT ACCIDENT CHECKLIST		
	RESPONSE ACTIONS	
	<p>2. Every effort should be made to establish a checkpoint through which all persons seeking to enter the scene must pass. The checkpoint should be set up as soon as all rescue operations have been completed.</p> <p>3. In the event a large area is involved, attempt to use available personnel such as Coast Guard, Airport Security, FAA, State Troopers, City Police, National Marine Fisheries, CAP, etc., to establish the perimeter.</p> <p>4. Members or persons assisting in the guarding of the scene should be instructed not to handle or move any part of the wreckage by unauthorized personnel. The distribution of wreckage plays an important part in determining the cause.</p> <p><u>Injured</u> Injured persons inside the aircraft must be extracted immediately. Damage to the wreckage caused by extracting injured persons should be pointed out to NTSB by the IC and documented, if possible.</p> <p><u>Fatalities</u> The State Medical Examiner (ME) is responsible for all fatalities. Prior to the arrival of the ME, a body will only be moved to preserve it. The following procedures should be followed if a body must be moved to preserve it:</p> <p>a. Photo or sketch the site.</p> <p>b. Suitable stakes or markings will be placed at the location of each body, and a number will be assigned to each body or collection of body parts as directed by the ME or his or her designated appointee.</p> <p>c. Remains or remain parts, will be tagged and records kept as to the location and/or surroundings in which the remains were found.</p>	State Troopers

AIRCRAFT ACCIDENT CHECKLIST		
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	<p>d. Unattached personal effects found on or near the body will be placed in a container, tagged with corresponding numbers and date reflecting the location and/or surroundings, and secured.</p> <p>e. When practical, remains and/or remain parts will be containerized, most probably in a body pouch and tagged with a corresponding number on each pouch.</p> <p>f. Valuables, such as wallets or jewelry that are attached to the body shall not be removed. Such valuables found on or near the body that has potential identification value should be placed in a container and charted as to the exact location where they were recovered.</p> <p>g. Remains may then be removed, as authorized, from their initial discovery site to a staging area.</p>	State Troopers
	<ol style="list-style-type: none"> 1. The IC/Airport Manager will insure that the accident scene remains secured until arrival of the National Transportation Safety Board Investigator in Charge. 2. The NTSB Investigator in Charge (or in case of military incidents, the CGMAB) will coordinate all movement upon the airport operational areas with the IC/Airport Manager and no authorization for such movements or activities will be given by the NTSB supervisor to other persons, Federal or State agencies, without first coordinating such action IC/Airport Manager. 	NTSB and FAA
	<p>The U. S. Post Office should be notified in the event of a crash involving an U.S. air carrier, since the aircraft is frequently carrying mail. A Post Office representative will assume custody of mail when authorized to do so by NTSB.</p> <p>Postmaster – 907 486-4721 Office Hours: Monday - Friday , Window 9 am – 5 pm, Passport's 10 am – 2pm, Parcel Pick-Up 7 am – 9 am & 5 pm – 5:30 pm After hours contact: Bill Kersch 907 486-4854, Dawn Acosta 907 486-3539</p>	Post Office

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AIRCRAFT ACCIDENT CHECKLIST		
	RESPONSE ACTIONS	
	<p>Media personnel must check in at the Command Post located in the ARFF station. Press representatives may be admitted to the scene of a civil aircraft accident at the discretion of the IC/Airport Manager. The IC with the restriction that none of the wreckage or bodies shall be altered or otherwise disturbed for this purpose may permit photographs of civil aircraft.</p> <p>Airport management will attempt to provide a vehicle with two-way radio to transport authorized reporters, photographers, and camera crew to the scene of the emergency. This shuttle system will be on a continuing basis during the emergency. No other access to the scene will be available. All entrances to the airport will be closed and press directed to the Airport ARFF Station.</p> <p>In the case of a military aircraft accident, media shall not be permitted at the scene but should be referred to the military authorities.</p>	Press
	<p>In the event that a disaster occurs in Kodiak, the public radio or TV could assist with notifying the public. Upon notification from the police dispatcher or Airport Manager, the station should immediately broadcast a disaster announcement.</p>	Public Radio

AIRCRAFT ACCIDENT CHECKLIST		
	RESPONSE ACTIONS	
	<p>A. The aircraft operator (person who causes or authorized the operation of an aircraft, such as the owner, lessee, or Bailee of an aircraft) is responsible for preserving, to the extent possible, any aircraft wreckage, cargo, and mail aboard the aircraft, and all aircraft records. Prior to the time NTSB, FAA, or its qualified representative, or military authorities in the event of a military crash, take custody of aircraft wreckage, mail or cargo, may be moved or disturbed only to the extent necessary to:</p> <ol style="list-style-type: none"> 1. Remove persons injured or trapped 2. Protect the wreckage from further damage 3. Protect the public from injury <p>B. When it is necessary to disturb or move aircraft wreckage or mail and cargo, sketches, descriptive notes, and photographs shall be taken of the accident locale, including original position and condition of the wreckage and any significant impact marks.</p> <p>C. Only emergency vehicles under direction and control of the IC are allowed at an accident scene. <u>No</u> private or company vehicles should be at the accident scene or on runways and taxiways unless under escort by the IC or his assigned personnel.</p>	Air Carrier or Aircraft Operator
Recovery Phase:	<ol style="list-style-type: none"> 1. Repair damaged airport components and surfaces, including removal of all foreign contaminants from airport surfaces. 2. Restore airport to normal operations. 3. Document all recovery phase costs. 4. Costs for repairing airport surfaces and components will be borne by the air carrier. 	Airport Manager
	<ol style="list-style-type: none"> 1. Remove Aircraft and Debris 	Air Carrier or Aircraft Operator

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Removal of Disabled Aircraft

Responsibility of Airport Owner

The presence of an immobilized aircraft could constitute an obstruction. It shall be the responsibility of the Airport Manager or his/her delegated representative to exercise his/her authority and responsibilities with respect to an immobilized aircraft, as well as to observe the rights and responsibilities of the aircraft owner. The Airport Management will insure that proper NOTAMs of the obstruction and its location are disseminated to all airmen wishing to use the Airport. If the obstruction is in such a location to make aircraft operation impractical or unsafe the Airport Management will close such runway and NOTAM the Airport accordingly.

Responsibility of the Aircraft Owner

The responsibility for removing disabled aircraft, including providing or arranging for equipment and crews necessary for its removal, and the determination of the extent of damage prior to removal, rests with the aircraft owner, operator, or agent. If the registered owner, operator or agent cannot remove the aircraft or is dilatory in doing so, the Airport Management has the authority to act on their behalf with minimum delay. If the aircraft owner, operator, or agent requests removal assistance from the Airport Manager, the owner or owner's representative must sign a copy of the liability release found in this manual.

16.5 Administration and Logistics

As stated in the Administration and Logistics Section 2.7.

16.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

16.7 Authorities and References

17 AAC 40.115 applies specifically to removal of disabled aircraft.

See Authorities and References in Section 2.2 and Section 30.0.

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Aircraft Release Form

The Airport, per request by undersigned aircraft owner and/or operator and/or agent, will assist in removing the following damaged aircraft:

_____, owned and/or operated as noted below,
(Type and number of Aircraft)

From _____
(Accident Site)

To _____
(Where Aircraft will be Taken)

and in so doing the Department of Transportation & Public Facilities assumes no liability for any damage or any further damage to the above mentioned aircraft, nor liability for injury to employees other than those employed by the Department of Transportation & Public Facilities.

Name of Aircraft Owner _____

Name of Aircraft Operator _____

Accepted by: _____

Company Name _____

Title _____

Date _____

I agree to and accept the terms as written above and am authorized to sign for the removal of the above mentioned aircraft:

Signature of Owner, Operator,
Authorized Representative or Agent

Title

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17.0 Terrorism and Criminal Acts

Specific information on terrorism and criminal acts (sabotage, hijack, and the unlawful interference with operations) is contained in the appropriate sections in the Airport Security Program (ASP). The ASP is located in the Airport Manager's office in a secure location.

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18.0 Fires – Structural, Fuel Farms, & Fuel Storage Areas

18.1 Purpose

Airport USCG ARFF shall respond to actual or reported fires involving structures and fuel storage areas on the Airport when available. ARFF trucks have limited structural firefighting capabilities, and ARFF crews have limited training in the principles of structural firefighting.

Primary Responding Fire Departments:

On-Airport USCG ARFF

Response Time: 3 minutes

Off-Airport Mutual aid

Women's Bay Volunteer Fire Department, 538 Sergeant Creek Road

18.2 Situation and Assumptions

Structure and Fuel Storage Fires have a moderate risk of occurring on the Kodiak Airport. All Airport owned facilities are listed in Section 4.0.

The USCG ARFF and local Fire Department are trained, capable and are equipped to respond to structural and fuel farm fires.

There are hydrants located on the Airport capable of re-supplying ARFF as well as local fire department apparatus.

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Fuel Storage on Airport		
Company	Amount	Fuel Type
Alaska Airlines	500	Diesel Mobile
	570	Diesel/Gas Combo Mobile
	550	Heating Oil
Andrew Airways	2500	Jet A Mobile
	3000	Avgas 100LL Mobile
Alaska Department of Fish and Game	500	Avgas 100LL Fixed
	500	Heating Oil
Alaska Department of Transportation	1000	Heating Oil
	2000	Heating Oil
	2000	Heating Oil
	2000	Heating Oil
Alaska State Troopers	3000	Avgas 100LL Fixed
	500	Heating Oil
Harvey Flying Services	1200	Avgas 100LL Mobile
Island Air	1200	Avgas 100LL Mobile
	5000	Jet A Mobile
	5000	Jet A Mobile
	6000	Avgas 100LL Fixed
Maritime Helicopters	1300	Jet A Fixed
	1300	Jet A Fixed
Wingspan	1000	Heating Oil

18.3 Operations

The ARFF responder is responsible for primary fire response during scheduled/permitted Air Carrier Operations, and may not be available during times outside the Air Carrier Operations. The mutual aid Fire Department may be the initial responder to structural and fuel farm fires at the Airport. The FSS/ATC as well as other Airport vendors and/or tenants are capable of calling local firefighting resources for assistance as needed. Emergency contact information is included in Section 3.0. Structural and Fuel fires will follow the same ICS procedures as outlined within this AEP for all other types of emergency responses.

The IC is in charge of directing operations during the emergency and will activate the EOC when needed.

The IC is responsible for the overall response including, coordination with mutual aid, ARFF training, designating a presence in the ICP and EOC, availability of equipment, and

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multi-jurisdictional issues. Command and interaction with other agencies will follow the ICS (Section 5.0).

The IC is responsible for coordination of all Airport fire and rescue operations until specific tasks are delegated to other agency leads. The mutual aid fire and rescue services are provided by the Fire Department which is responsible for directing structural, fuel farm fire, and rescue operations at the Airport.

Interaction with other mutual aid response organizations and mobilization of mutual aid fire and rescue services are coordinated through the IC or designee as per the ICS.

It is critical that all mutual aid and others assisting with a disaster on the Air Operations Area (AOA) be fully trained and authorized to operate within these specific areas. Due to the large amount of resources that would be required to support a disaster at this Airport, it is unlikely that many of the responders will have this level of training. The IC and his/her designated security officer will be responsible for escorting mutual aid within these areas.

The NIMS and ICS in generally followed for fire and rescue incidents at the Airport (Section 5.0-6.0).

The Airport and the mutual response agencies maintain the emergency equipment listed in Section 26.0. Phases of emergency response follow their SOPs.

There will be airport maps in each airport emergency vehicle and mutual aid agency command vehicle. The Airport Manager is responsible to ensure training to reduce airport incursions and provide airport familiarization during mutual aid training and as time allows. All non-emergency (fire/police) mutual aid responders who do not possess a current airport badge with appropriate access authority must be escorted as outlined in Section 11.0.

Coordination with the IC and procedures for mobilization will be practiced during mutual aid emergency drills and during airport recurrent training.

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18.4 Organization and Assignment of Responsibilities

AIRPORT FIRE CHECKLIST		
	RESPONSE ACTIONS	
Warning Phase:	1. Maintain training and equipment in preparation for possible fire.	ARFF
Response Phase:	1. Integrated Support Command Fire Department (ISCFD) personnel will respond to actual and reported fires involving structures on the airport. <ul style="list-style-type: none"> a. The senior fire officer on scene will coordinate and direct all movements of personnel and equipment relating to the emergency. b. The Women's Bay Fire Department (WBFD) will respond to structural fires on the airport. Once on site the WBFD will have jurisdiction. 2. Responding to aircraft emergencies shall have priority over structure fires by the ISCFD crew. 3. The airport manager will document and maintain a record of structural fire responses.	
Recovery Phase	1. Review Warning & Response checklists. 2. Coordinate recovery activities with state and federal relief agencies. 3. Identify safety hazards and undertake corrective action. 4. Arrange for debris clearance, especially in culverts/drainage areas.	IC

18.5 Administration and Logistics

See Section 2.7 for policies on Administration and Logistics.

18.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

18.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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19.0 Natural Disasters

19.1 Introduction

The following procedures apply to natural disasters directly affecting the Airport and its operations.

A natural disaster may affect a geographical area greater than the Airport and may result in limited or unavailable mutual aid assistance. The Airport is a critical community infrastructure and will be needed to bring in resources and relief supplies, thus stabilization and recovery of operations will be a top priority.

19.2 Earthquake

19.2.1 Purpose

In general, earthquakes do not give any warning and action is limited to fire suppression, rescue, and recovery operations. There is no positive action that can be taken during the earthquake to minimize damage except removal of personnel from the vicinity of buildings that may collapse and preparation for firefighting operations. The IC is responsible to ensure that adequate procedures are taken after an earthquake as described in this section.

19.2.2 Situation and Assumptions

Earthquakes have a high risk of occurring on the Kodiak Airport.

Earthquakes are common in the region, though the timing and severity of earthquakes are unpredictable. Earthquakes may severely impact Airport operations, and may disable communication capabilities at the Airport. Large earthquakes may have significant impact on the community and off Airport support units. All of the access roads and bridges in the immediate area are vulnerable to earthquakes, and no actions can be taken to prevent damage to them. Some disasters may result in damage to supply routes. The IC in cooperation with local jurisdictions will utilize all available resources including those listed in Section 28.0 to provide for a means to transport resources around damaged infrastructures.

Infrastructure supporting communication procedures outlined in this AEP may be impacted by an earthquake and rendered inoperable. The worst case scenario is an

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EARTHQUAKE CHECKLIST		
	RESPONSE ACTIONS	
	1. Have a Maintenance personnel standby to assist as necessary. 2. Initiate any repairs required to return the airfield to an operational status. Assess damage and take action to protect persons and property.	Airport Maintenance & Operations
	1. Assist with site security, crowd and traffic control.	Police Department
	1. Respond to ICP if requested by the IC/UC.	City Manager's Office/ Emergency Programs Manager
Recovery Phase:	1. Check conditions of runway, taxiways and ramp areas. 2. Start standby generators if necessary. 3. Issue appropriate NOTAM's. 4. Take charge of recovery and clean-up operations and restore services as soon as possible. 5. Be prepared to fight structural fires. The possibility of fire is high due to broken power lines, oil line leaks, ruptured tanks, etc. 6. Be prepared to commence rescue operations for personnel that may be trapped. 7. Establish Command Post at the ARFF station, if needed.	Airport Management Staff

19.2.5 Administration and Logistics

As stated in the Administration and Logistics Section 2.7.

19.2.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

19.2.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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19.3 Flood

19.3.1 Purpose

This section describes the Airport's response to flood events that affect the Airport. The IC is responsible to ensure the actions described in this section are taken in the event of a flood at the Airport and training personal to be prepared for such an event.

19.3.2 Situation and Assumptions

Floods have a moderate risk of occurring on the Kodiak Airport.

The Airport is subject to possible seasonal flooding, which may also have a large effect on the surrounding community and reduce the amount of supporting aid available to the Airport. All of the roads and bridges in the local area are vulnerable to flooding, and would hamper emergency response. All of the Airport structures are subject to flooding, and the worst case scenario is the entire Airport being significantly damaged or washed away in a flood.

Airport utilities which may be subject to flooding are reviewed in the facility description section. Alternative sources of power are outlined in the backup generators (Section 22.0).

19.3.3 Operations

Operations will proceed as per the established ICS system and at the direction of the IC. The IC or Airport Manager is responsible for ensuring training Airport personnel in airport assessment and corrective actions to repair damage to airport operating surfaces in response to damage, and is responsible for activating the EOC when needed.

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19.3.4 Organization and Assignment of Responsibilities

FLOOD CHECKLIST		
	RESPONSE ACTIONS	
Warning Phase:	<ol style="list-style-type: none"> 1. Attempt to advise all aircraft owners to disperse aircraft to airports outside the flood area. 2. Attempt to assist all tenants and transients if evacuation is necessary. 3. Move mobile maintenance equipment out of flood zone. 4. Issue appropriate NOTAM's as conditions dictate. 	Airport Management Staff
Response Phase:	<ol style="list-style-type: none"> 1. Establish an Incident Command Post. 2. Check conditions of runway, taxiways, and ramp areas. 3. Close airport or portions of airport as required and issue NOTAMs. 4. Notify all airport tenants. 5. Assume overall direction of activities of the airport emergency staff. 6. Close Airport to non-essential vehicles and personnel. 7. Check standby engine generators to ensure that they will start and that they will have an adequate supply of fuel. 8. Restore services and utilities insofar as possible and take charge of recovery and clean-up operations. 9. Give preference to opening/maintaining aircraft operations when practical and safe. 10. Be prepared to fight structural fires. The possibility of fire is high due to broken power lines, oil line leaks, ruptured tanks, etc. 11. Be prepared to commence rescue operations for personnel that may be trapped. 12. Set up control points to be determined by the IC. 13. Establish an EOC if needed. 14. Protect all Airport records. 	Airport Management Staff

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FLOOD CHECKLIST		
	RESPONSE ACTIONS	
Recovery Phase:	<ol style="list-style-type: none"> 1. Review Warning & Response checklists. 2. Coordinate recovery activities with state and federal relief agencies. 3. Identify safety hazards and undertake corrective action. 4. Assess Airport status and reopen Airport sections as deemed safe. 5. Arrange for debris clearance, especially in culverts/drainage areas. 	Airport Management Staff

19.3.5 Administration and Logistics

As stated in the Administration and Logistics Section 2.7.

19.3.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

19.3.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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19.4 Volcano

19.4.1 Purpose

This section describes the Airport's response to volcanic events that affect the Airport.

19.4.2 Situation and Assumptions

Volcanoes pose a high risk of impacting the Kodiak Airport.

The Airport is subject to possible volcanic eruptions. Such an event may have a large effect on the surrounding community and reduce the amount of supporting aid available to the Airport. Heavy ash fall would most likely restrict aircraft flights, hamper emergency response, and may render vehicles unusable. All of the Airport structures are subject to volcanic ash fallout.

19.4.3 Operations

Operations will proceed as per the established ICS system and at the direction of the IC. The IC or Airport Manager is responsible for ensuring training Airport personnel in airport assessment and corrective actions to repair damage to airport operating surfaces in response to damage, and is responsible for activating the EOC when needed.

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19.4.4 Organization and Assignment of Responsibilities

VOLCANO CHECKLIST		
	RESPONSE ACTIONS	
Warning Phase:	<ol style="list-style-type: none"> 1. Evaluate forecasts & predictions. Confirm risks with AK Volcano Observatory. 2. Identify type of risk (mudslide, ash cloud, etc.). 3. Identify high-risk populations who may need special attention or early evacuation. 4. Identify safe areas suitable for sheltering evacuees. Set up shelters. 5. Ensure that evacuation routes are passable. 6. Arrange for alert and warning. 7. Keep records of actions taken & resources used. 8. Establish system to account for response personnel in the field. 9. Prepare emergency services for possible need for operations in heavy ash and dust environments. 10. Initiate emergency procurement procedures. 	Airport Management
	<ol style="list-style-type: none"> 1. Inventory heavy equipment for use in response, recovery, and cleanup activities. 2. Preposition emergency equipment, fuel, and medical supplies in safe area for use after volcano. 	Maintenance and Operations
Response Phase:	<ol style="list-style-type: none"> 1. Activate incident management team, establish command center. 2. Establish a watch/observation system for volcano activity. 3. Continue to assess eruption situation. 4. Arrange for emergency housing and sheltering as necessary. 5. Implement emergency utility cutoff as needed. 	Airport Management
	<ol style="list-style-type: none"> 1. Secure evacuated areas. 	LEO
	<ol style="list-style-type: none"> 1. Account for all transient persons from the Airport. 	Air Carrier

VOLCANO CHECKLIST		
	RESPONSE ACTIONS	
	<ol style="list-style-type: none"> 1. Establish facility/safe location for emergency medical care. 2. Establish emergency medical care facilities and arrange for medical evacuations, as necessary. 3. Inform EMS of injuries. 	Medical Control Officer
	<ol style="list-style-type: none"> 1. Conduct reconnaissance of areas becoming impacted, especially by heavy ash fallout. Be alert to building and structural failure due to increased roof loading from ash and debris. 	City Engineer
	<ol style="list-style-type: none"> 1. Work to restore damaged utilities and transportation systems. 	Maintenance and Operations
Recovery Phase:	<ol style="list-style-type: none"> 1. Review Warning & Response checklists. 2. Coordinate recovery activities with state and federal relief agencies. 3. Identify safety hazards and undertake corrective action. 4. Arrange for debris clearance, especially in culverts/drainage areas prior to opening. 5. Work to restore damaged utilities and transportation systems including the AOA and adjacent airport access roads. 6. Work on monetary damage estimates for disaster declaration. 7. Complete and submit necessary reports and paperwork to appropriate agencies. 8. Perform an incident critique. 	Airport Management

19.4.5 Administration and Logistics

As stated in the Administration and Logistics Section 2.7.

19.4.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

19.4.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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19.5 Storm

19.5.1 Purpose

The IC is responsible to ensure that adequate procedures are taken after a storm as described in this section.

19.5.2 Situation and Assumptions

Storms have a moderate risk of occurring on the Kodiak Airport.

19.5.3 Operations

Operations will proceed as per the established ICS system and at the direction of the IC. The IC or Airport Manager is responsible for ensuring training airport personnel in airport assessment and corrective actions to repair damage to airport operating surfaces in response to damage, and is responsible for activating the EOC when needed.

High winds and winter storms are frequent in the Kodiak area. Air operations continue until cancelled by air carrier personnel. The frequency of airport inspections is increased during and following storms. The procedures listed below are implemented, when severe storms are forecast and/or occur.

19.5.4 Organization and Assignment of Responsibilities

STORM CHECKLIST		
	RESPONSE ACTIONS	
Warning Phase:	1. Attempt to advise all aircraft owners to disperse aircraft to airports outside of storm area. 2. Prepare to function as the Incident Control Staff. 3. Check stand-by generators to ensure they have an adequate fuel supply and are functional. 4. Issue appropriate NOTAM's as conditions dictate.	Airport Management
	1. Check Airport grounds for loose debris and secure items that may become FOD.	Maintenance and Operations

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STORM CHECKLIST		
	RESPONSE ACTIONS	
Response Phase:	<ol style="list-style-type: none"> 1. Establish an Incident Command Post, if required. 2. Check conditions of runway, taxiways, and ramp areas. 3. Close airport or portions of airport as required and issue NOTAMs. 4. Notify all impacted Airport tenants. 5. Assume overall direction of activities of the Airport emergency staff. 6. Close Airport to non-essential vehicles and personnel, if required. 7. Restore services and utilities insofar as possible and take charge of recovery and clean-up operations. 8. Enforce closure of Airport, if required. 9. Give preference to opening/maintaining aircraft operations when practical and safe. 10. Be prepared to fight structural fires. The possibility of fire is high due to broken power lines, oil line leaks, ruptured tanks, etc. 11. Set up control points to be determined by the IC. 12. Establish an EOC if needed. 13. Protect all Airport records. 14. Advise the following of a Weather Warning or Watch utilizing the 'Severe Weather Checklist:' <ul style="list-style-type: none"> - ARFF - Airport Security - Airport Maintenance Department 	Airport Management
	<p>After observing or receiving notification of severe weather or potential severe weather in the Airport area, issue a Weather Warning or Watch in accordance with National Weather Service procedures and immediately notify the following:</p> <ul style="list-style-type: none"> - Control Tower - Airport Management Office 	National Weather Service

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STORM CHECKLIST		
	RESPONSE ACTIONS	
Recovery Phase:	<ol style="list-style-type: none"> 1. Issue appropriate NOTAM's as conditions dictate and update appropriate NOTAMs. 2. Restore services when the storm has passed and take charge of recovery and clean-up operations as required. 3. Prepare to function as the Incident Control Staff. 4. Inspect the runway after the storm for FOD. 	Airport Management

19.5.5 Administration and Logistics

As stated in the Administration and Logistics Section 2.7.

19.5.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

19.5.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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19.6 Tsunami

19.6.1 Purpose

This section describes the Airport's response to tsunami events that affect the Airport.

19.6.2 Situation and Assumptions

Tsunamis have a high risk of occurring on the Kodiak Airport.

19.6.3 Operations

Operations will proceed as per the established ICS system and at the direction of the IC. The IC or Airport Manager is responsible for ensuring training airport personnel in airport assessment and corrective actions to repair damage to airport operating surfaces in response to damage, and is responsible for activating the EOC when needed.

19.6.4 Organization and Assignment of Responsibilities

TSUNAMI CHECKLIST		
	RESPONSE ACTIONS	
Warning Phase:	1. Move all airport heavy equipment to high ground, if time permits. 2. When the airport has been secured, the Airport Security and the Fire Department should be contacted, and informed that the Airport is secure and unmanned. 3. NOTAM that Airport is closed, if appropriate. 4. If time permits, secure airport owned facilities and shut down utilities as required.	Airport Management
	1. Inform the public of what is being done.	PIO
Response Phase:	1. Activate an Incident Management Team if required. 2. Request additional assistance as needed. 3. Activate Search and Rescue, if appropriate. 4. Initiate a "shotgun estimate" of private and public damage.	Airport Management
	1. Request assistance from state or federal agencies, if appropriate.	City and Borough of Kodiak

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TSUNAMI CHECKLIST		
	RESPONSE ACTIONS	
Recovery Phase:	<ol style="list-style-type: none"> 1. Initiate a survey of the area and correct safety hazards as soon as possible. 2. Initiate restoration of power or energy to utilities, telephone service and transportation links. 3. When safe access is established, arrange for the return of evacuees to assess damage. 4. Begin to document the cost of material and labor involved with the emergency. 5. Form a task force to document and estimate damage to public and private property. 6. If necessary, initiate restoration of utilities, telephone service and transportation and communication links. 7. Initiate patrols to secure the area. 8. Open volunteer resource center. 	Airport Management

19.6.5 Administration and Logistics

As stated in the Administration and Logistics Section 2.7.

19.6.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

19.6.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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20.0 Unmanned Aircraft System (UAS)/Drone Hazard or Disruption Incident

20.1 Purpose

This section describes the Airport's response to hazard created by an Unmanned Aircraft System (UAS), commonly known as a drone. An unauthorized drone in the airspace near an airport, particularly in approach or departure paths can create a substantial hazard.

20.2 Situation and Assumptions

While the airport has few direct tools to respond to a drone hazard this plan details coordination and local resources that might be engaged in such an event. The Kodiak Airport does not have any drone detection equipment or systems. As a result, any drone response would follow a direct eyewitness report of a drone sighting near the airport.

NOTE – the airport does not have the authority to interdict or “take down” a drone even if it is posing a threat to the airport or air traffic. Only the following Federal agencies have such authority: Department of Homeland Security, Department of Defense, and the Department of Justice.

A hazard from an unauthorized drone has a moderate risk of occurring at the Kodiak Airport because drones are inexpensive, easy to operate, and common in rural Alaska. Unauthorized drone activity could result in a collision and present a direct damage hazard to aircraft, infrastructure, or people. Drones could also be used to deliver a damaging payload. The disruption caused by an unauthorized drone as a result of airspace closures and diverted or canceled flights can be a hazard in itself.

Drone operations near an airport can fall into three general categories: authorized, careless/clueless, and nefarious (intending to cause harm). Drones are easy to operate, inexpensive, and readily available and are often operated by personnel without knowledge of FAA, airport, and airspace rules. Because of this, the most common type of unauthorized drone operation near an airport is the careless and clueless who do not have nefarious intent; they simply do not know that they are doing something unsafe.

The AEP UAS Response section is coordinated with the local mutual aid agencies during annual reviews and tabletop and full scale exercises.

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20.3 Concept of Operations

Because there is no way to know who will observe and report a drone the initial notification and communication amongst key stakeholders is essential. The initial report could be from a pilot to the Air Traffic Control Tower (ATCT), from a citizen off airport to the police department, from an airport employee to their supervisor, or any number of other scenarios. However the initial report gets to one of the key partners (Airport, ATCT, police department) it is essential that quick communication between all three of those groups occur.

The three main safety stakeholders involved in a drone response include the Airport, the ATCT (as the local air traffic authority of the FAA), and local law enforcement.

- Airport – responsible for the safe operation of the airport. Primary role to coordinate the UAS response.
- ATCT/FAA – responsible for airspace and aircraft operations in the airspace. Primary role is to communicate with air traffic and authorize movement within the airspace and within controlled movement area surfaces on the ground.
- Law Enforcement – responsible for public safety in the local jurisdiction. Primary role is to contact the drone pilot and to capture investigative information for potential prosecution.

Other organizations beyond the local community that may be contacted for assistance include:

Dept of Homeland Security, Transportation Security Administration, Anchorage Coordination Center	1-907-771-2935
Dept of Military and Veterans Affairs, Division of Homeland Security and Emergency Mgmt	1-907-428-7000
FAA's Law Enforcement Assistance Program (LEAP) for LEO use only	1-844-FLY-MY-UA

Threat assessment is a critical step in determining the appropriate response to a drone sighting near the airport. Joint decision making regarding the level of threat should occur between the Airport and ATCT. Factors influencing risk level include:

- Location
 - Distance from airport
 - Airport vicinity (airside/landside)
 - Land-use type (e.g., park where UAS are often seen)
- UAS size
- Number of UAS

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- Time of day
- Length of detection
- Altitude
- Trajectory information
- Critical airspace intrusion
- Type of detection (credibility)

A description of low, medium, and high risk categories is shown in the columns below. This categorization is not rigid and some of the above factors may, for example, move an assessed risk from a lower category to a higher category.

Low	Medium	High
<p>Report of unauthorized UAS near airport with no disruption to operations. Low impact UAS events could be categorized as those where UAS are no longer active or pose a nominal hazard to the airport, present no indication of intentional harm, and unlikely to cause disruption to airport operations.</p>	<p>Observation of unauthorized UAS operating on or near airport, with the potential to cause disruption to operations, for example by operating in an area of potential safety concern, such as a takeoff or landing path. Medium impact UAS events could be categorized as those that occur in visible proximity of the airport that pose a moderate safety risk to airport operations, present no indication of intentional harm, but has potential to disrupt operations due to proximity of activity.</p>	<p>Persistent unauthorized UAS operating on or near airport, with the intention to cause disruption to operations or intentional harm. High impact UAS events could be categorized as those that occur within the airport's airside environment, pose a substantial safety risk to airport operations, and present indication of intentional harm.</p>

There are several factors that airport, ATCT, and law enforcement personnel should be aware of related to drone sightings.

- Not all drones are threats. Drones can be authorized by the FAA to operate near the airport. An initial report of a drone near the airport should quickly be conveyed to the ATCT and a request made for the ATCT to determine if there are any authorized drone flights in the area. If there were an authorized drone flight, then

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the FAA would have that pilot's contact information and rapid contact can likely be made to determine if they are operating the drone in question.

- Many consumer level drones can be operated remotely from miles away, far beyond line of sight. While an initial search for a drone pilot should focus on the areas nearby to the airport they should quickly expand to other areas further away from the airport. Often recreational drone pilots start off flying in open areas such as parks, ball fields, etc. and these may be good places to search when looking for the pilot of a drone.
- Battery life is typically 20-30 minutes, so a drone incident involving a single drone is likely to be short. However, a persistent event is still possible with a single drone if the pilot changes batteries and returns to the airport.

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20.4 Organization and Assignment of Responsibilities

UAS/DRONE RESPONSE CHECKLIST		
	RESPONSE ACTIONS	
Warning Phase:	<ol style="list-style-type: none"> 1. Ensure familiarity with AEP. 2. Ensure currency of AEP. 3. Invite AEP stakeholders and conduct a review of AEP procedures at least once every 12 calendar months 4. Share training and other resource information with key response stakeholders when available 5. Invite FAA LEAP to participate in drills and training 6. Consider planning and conducting drills (tabletop and live) to rehearse this response plan 	Airport Manager
Response Phase:	<ol style="list-style-type: none"> 1. Ensure rapid notification of all key safety partners including Airport Management, FAA Flight Service Station (ATCT), USCG MILPOL, and Alaska State Troopers. 2. Gather relevant details including type of drone, location of drone, direction of travel, altitude, distinguishing features (such as size, visible payload, color, etc.), and any information about the location of the drone pilot. 	Initial Report Taker (Airport, ATCT, LEO)

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UAS/DRONE RESPONSE CHECKLIST		
	RESPONSE ACTIONS	
	<ol style="list-style-type: none"> 1. Coordinate with ATCT to determine risk level and if there are any authorized drone flights in the area. 2. Visually monitor drone flight path, if not visible monitor close in airspace searching for the drone. 3. Request local law enforcement respond and search for the drone pilot. (Medium and High risk request immediate response) 4. If necessary to ensure safety, and in coordination with ATCT, close the airport. 5. Assign additional airport resources as needed to visually monitor or watch for the drone. Airport resources should not leave the airport in search of the drone or pilot. 6. Notify the Airport Safety Security Officer. 	Airport Personnel
	<ol style="list-style-type: none"> 1. Respond and search for the drone pilot. 2. If the drone pilot is located, request that the pilot immediately land the aircraft, gather report details, and if pilot is not cooperative escalate appropriately to address public safety hazard (reckless endangerment, criminal mischief, etc.) 	USCG MILPOL
	<ol style="list-style-type: none"> 1. Communicate the drone hazard and updates to air traffic. Halt or divert air traffic as necessary to avoid the hazard. 2. Visually monitor drone flight path, if not visible then visually monitor close in airspace searching for the drone. 3. Coordinate with Anchorage Center to alert inbound IFR traffic to the situation. 4. Issue NOTAMs if requested by Airport Manager 	ADQ ATCT
	<ol style="list-style-type: none"> 1. Notify TSA Coordination Center 2. Notify internal DOT&PF Management 3. Notify FAA ROC 4. Provide additional remote coordination assistance as needed 	Airport Safety Security Officer

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UAS/DRONE RESPONSE CHECKLIST		
	RESPONSE ACTIONS	
Recovery Phase:	Review Response checklist.	All Personnel
	Confirm safe operating environment and if closed, reopen the airport.	Airport Personnel
	Coordinate with FAA Law Enforcement Assistance Program (LEAP) personnel to determine the drone pilot's authority and possible violations, if the flight was unauthorized.	USCG MILPOL
	Restore normal operations with air traffic and remove any closure NOTAMs.	ADQ ATCT
	Post incident debrief/critique. Follow up on lessons learned and update this response plan.	Airport Manager, with input from all involved

20.5 Administration and Logistics

As stated in the Administration and Logistics Section 2.7.

20.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

20.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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21.0 Hazardous Materials Incident

21.1 Purpose

This section describes the Airport's response to possible Hazardous Materials Incidents. The IC is responsible for responding to and providing an initial assessment to a Hazardous Materials Incident and taking appropriate actions, as described in this section in accordance with 29 CFR 1910.

For the purpose of the term, hazardous material includes those substances defined as "dangerous goods".

21.2 Situation and Assumptions

A Hazardous Materials Incident has a moderate risk of occurring on the Kodiak Airport.

There are no regularly used locations of hazardous materials or corridors of transportation of hazardous materials in the vicinity of the Airport.

Each aircraft accident should be considered a potential hazardous material incident.

The AEP Hazardous Materials section is coordinated with the local mutual aid agencies during tabletop and full scale exercises, however most rural communities do not have Hazardous Materials teams and/or training.

21.3 Concept of Operations

The Airport ARFF personnel have limited training for hazardous material assessment. The IC will determine when the EOC needs to be activated for a Hazardous Material Incident. Other organizations beyond the local community that may be contacted for assistance include:

Alaska Dept. of Environmental Conservation	1-800-478-9300
State of Alaska Emergency Coordination Center	1-907-428-7000

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21.4 Organization and Assignment of Responsibilities

OIL SPILL/HAZMAT CHECKLIST		
	RESPONSE ACTIONS	
Warning Phase:	<ol style="list-style-type: none"> 1. Inventory stockpiled clean up and or containment materials. 2. Identify all potentially available equipment for oil spill and or hazardous material release. 3. Ensure each emergency vehicle has a current copy of the emergency response guide book. 4. Review emergency response and material safety data sheets for all known significant hazardous materials located on the Airport. 	Airport Management
Response Phase:	1. Report spill to appropriate agency or authority.	Responsible party
	1. Ensure that aircraft are not placed in a hazardous position that might hinder clean-up operations.	ADQ ATCT
	<ol style="list-style-type: none"> 1. Dispatch appropriate equipment to the scene. 2. First arriving officer is IC until relieved. 	Coast Guard ARFF
	<ol style="list-style-type: none"> 1. Acknowledge Alert, contact Airport Manager (staff) and ATCT. 2. Sets up ICP (if needed). 3. Coordinate with the IC to secure the scene. 	Maintenance and Operations
	1. Broadcast "HAZARDOUS MATERIALS EMERGENCY" on radio nets and give specific information.	911 Dispatch
	<ol style="list-style-type: none"> 1. Coordinate with the IC – Be prepared to establish UC. 2. Directs staff to contact the primary and secondary call outs. 	Airport Manager
	1. Assist with site security, crowd and traffic control.	Alaska State Troopers
	1. Clean-up incident at the discretion of the IC.	Primary Responsible Party
		1. Review Response checklist.

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OIL SPILL/HAZMAT CHECKLIST		
	RESPONSE ACTIONS	
Recovery Phase:	1. Ensure that all hazardous materials have been disposed of or neutralized. 2. Perform post-incident cleanup and restore damaged utilities and transportation systems.	Responsible Party
	1. Identify safety hazards and undertake corrective action.	Operations (Fire/Hazmat) Safety Officer
	1. Coordinate recovery activities with state and federal relief agencies. 2. Complete and submit necessary reports and paperwork to appropriate agencies.	Airport Management and Responsible Party
	1. Perform damage assessments.	Maintenance and Operations
	1. Provide monetary figures necessary to support a request for disaster declaration.	Airport Management and City Finance
	1. Perform an incident critique.	IC, with input from all positions

21.5 Administration and Logistics

As stated in the Administration and Logistics Section 2.7.

21.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

21.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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22.0 Failure of Power for Movement Area Lighting

22.1 Purpose

This section describes the procedures that shall be implemented upon the failure of the movement area lighting system or any component thereof. The IC is responsible for ensuring the appropriate actions take place during a failure of power, as specified in this section.

22.2 Situation and Assumptions

The Kodiak Electric Association, Inc. provides primary electrical power for the Airport. The State of Alaska has a back-up generator for emergency runway and taxiway lighting located in a concrete vault south of taxiway C. Generator specifications includes:

- 125 KW
- Powered by diesel fuel
- 250 gallon fuel tank capacity
- Auto Start
- An auto-schedule for a 30-minute test run every Monday at 0500
- Once a year, preventative maintenance is conducted on the generator

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22.3 Organization and Assignment of Responsibilities

FAILURE OF POWER CHECKLIST		
	RESPONSE ACTIONS	
Warning Phase:	<ol style="list-style-type: none"> 1. Identify areas at risk. 2. Estimate possible consequences. 3. Inform incident management team as appropriate. 	Airport Manager
Response Phase:	<ol style="list-style-type: none"> 1. Ensure automatic Airport Generator systems are on line, providing power to Airport facilities. 2. Issue NOTAMs as required and close airfield as warranted or limit operational hours. 3. Prepare for problems such as blown airfield lighting bulbs. 	Airport Manager
Recovery Phase:	<ol style="list-style-type: none"> 1. Review Warning & Response checklists. 	All Personnel
	<ol style="list-style-type: none"> 1. Establish priorities for utility restoration. 2. Perform damage assessments. 3. Complete and submit necessary reports and paperwork to appropriate agencies. 4. Perform an incident critique. 5. Update NOTAMs as required. 	Airport Manager

22.4 Administration, Finance, and Logistics

As stated in the Administration and Logistics Section 2.7.

22.5 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

22.6 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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23.0 Water Rescue Situations

23.1 Purpose

The purpose of the water rescue plan is to fulfill the requirements of 14 CFR Part 139.325 (f). The IC is responsible to define the responsibilities and actions that should take place during a water rescue situation. Standard response of ARFF and local mutual aid companies will follow standard procedures outlined in their respective sections in this AEP.

23.2 Situation and Assumptions

The Kodiak Airport is located on Kodiak Island, outside of the city limits, in the Gulf of Alaska. The island is about 250 miles from Anchorage, and is accessible by air and marine traffic. The approach to runways 25, 18, 36 and 29 is over the Gulf of Alaska. The Gulf of Alaska is defined as a broad inlet of the North Pacific, on the southern coast of Alaska.

Climactic conditions at Kodiak include freezing conditions from mid to late October through mid to late May. Water temperatures will vary through the thaw and summer season peaking in the mid 50 degree range. Prevailing winds are normally from the Northeast and Southwest. Kodiak first responders and volunteers understand the effects of local climatic effects on the human body. All efforts to prevent and treat hypothermia will be considered during the rescue operation.

Each aircraft accident should be approached as a hazardous materials incident.

23.3 Operations

Resources in the community can be found at the Kodiak Coast Guard Base, City of Kodiak Fire Department, the Kodiak Police Department, the Alaska State Troopers, the Kodiak Medical Center, and other state, city, federal agencies located in the immediate area. Resources will also be gleaned from private individuals who recognize the community's need during an emergency. DOT&PF ARFF resources will respond to the aircraft incident/accident scene when notified or witness an aircraft accident. Due to limited road access, first responders may be from the local community, fishermen in small boats or volunteers seeing the accident occur. Once the Incident Commander (IC) has been alerted, ARFF response crews from the Coast Guard Firehouse will be mobilized with all available equipment

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Emergency Medical Services

Due to the lack of road access to most areas, initial emergency response and triage may be accomplished by local citizens or volunteers, working nearby. Kodiak Airport has cooperation from other agencies and jurisdictions for water rescue operations "to the extent practicable". This cooperation is not in a written form, MOA/LOA or other binding documentation.

Training

Personnel responding to a water rescue will be from the Coast Guard, Alaska State Troopers and volunteers from the community. The Coast Guard personnel are trained for water search and rescue. Annual tabletops and tri-annual exercises will attempt to meld the strengths of the Coast Guard, the Coast Guard Auxiliary and each willing volunteer on water rescue procedures. Volunteers are from the fishing vessels in the area and have extensive training in cold water survival.

23.4 Organization and Assignment of Responsibilities

In the event of an aircraft accident requiring water rescue, notification should be made through the Kodiak Air Traffic Control Tower (ATC) or Airport Manager on Frequency 119.8 or by dialing 911. After ATC hours, notification may be by the Kenai Flight Services or a witness calling 911. Emergency services will be primarily notified by 911. Kodiak is a fishing community and boat operators routinely monitor and respond to emergency calls that are overheard on VHF Channel 16. The community relies on the fishing fleet in case of water emergencies.

Incident Commander

The Incident Commander for an off airport property water accident will likely be from the Coast Guard. If the Coast Guard is not available, the Airport Manager will act as IC until relieved by the Coast Guard. Additional response agencies for water rescue to be notified by the Incident Commander when available and deemed necessary are listed below.

- 1) The City of Kodiak Harbor Masters Office.
- 2) Any and all volunteers in the immediate area with access to boats, monitoring VHF 16.

Transportation

Seriously injured survivors will be transported for triage directly, if possible, to the Kodiak Hospital by Coast Guard helicopter. Triage will be performed by the first qualified individuals who reach the scene or by the senior EMT at the scene. Triage will be coordinated by the IC. Survivor pick-up areas will depend on several factors. The Kodiak Harbor launch ramp will provide access for boats to deliver crash survivors to awaiting medical treatment/ambulances as directed by the Incident Commander. Other areas that

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may be used to pick up injured survivors include Finny Beach, the 'crash boat harbor' and other beach access points, depending on weather and tide conditions. Injured crash survivors from the beaches will be taken by vehicles and ambulances, provided by the local hospital, volunteers, and Coast Guard to various destinations, depending on triage demands. Ambulances and other transport vehicles will be staged at the Kodiak Airport, or at other designed areas, as determined by the IC and local weather conditions. Survivors located in the water will be rescued by boat and/or helicopter depending on availability of equipment. Survivors will be transported to warm shelters as quickly as possible and observed and or treated for hypothermia. Due to the critical time frame for treatment of hypothermia, busses and other large vehicles may be used as directed by the IC to provide initial treatment to survivors. Uninjured crash survivors may be transported by boat or other means to the Kodiak Airport ARFF building (Coast Guard Firehouse and/or the base clinic).

Airport Operations

If airport operation are impacted, normal operations will commence as soon as possible and after the following occurs;

1. Emergency response equipment required for operations is placed back in service,
2. The airport movement areas are inspected and capable of normal operations,
3. Emergency response personnel are ready to return to duty, and
4. Airport maintenance and operations personnel are available and ready to return to duty.

The owner and or operator of the aircraft involved in the mishap will provide pertinent data to the IC regarding aircraft type, fuel on board, number of passengers and crew, freight and or dangerous cargo onboard the aircraft. Other information may be requested by the Incident Commander.

The air carrier involved will also provide;

1. Necessary notifications to include FAA and the NTSB per their air carrier procedures.
2. Arrange and assist the IC with transportation of uninjured passengers and crew to the Kodiak Airport ARFF building (Coast Guard firehouse)
3. Provide telephone access, food, water, and minor medical needs.
4. Activate the Air Carrier's Aviation Disaster Family Assistance Plan.

Scene Security

Accident scene security, including traffic and access control for all water rescue and site operations will be provide by the Alaska State Troopers as deemed necessary by the IC.

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Additional security and law enforcement may be requested by the IC or Alaska State Troopers.

Recovery from Accident

After emergency rescue operations are complete and with concurrence of the NTSB and State Medical Examiner, removal of deceased persons may commence. A temporary morgue will be set up for the deceased at the DOT&PF Warm Storage building or other area as designated by the State Troopers.

Water Rescue CHECKLIST		
	RESPONSE ACTIONS	
Warning Phase:	1. Training for Water Rescue situations is conducted on a regular basis. Equipment is maintained in operable condition.	Coast Guard, Airport, Public
Response Phase:	1. Notification of accident should be made through the Kodiak Air Traffic Control Tower (ATC) or Airport Manager on Frequency 119.8 or by dialing 911. 2. After ATC hours, notification may be by the Kenai Flight Services or a witness calling 911.	Any observer
	1. Notify: a) U.S. Coast Guard b) The City of Kodiak Harbor Masters Office. c) Any and all volunteers in the immediate area with access to boats, monitoring VHF 16. 2. Establish Survivor Pickup Areas. 3. Close the Airport as necessary.	IC
	1. When notified of an emergency situation, responds to scene with personnel and equipment. 2. Provide assistance to the Senior-on-Scene Fire Officer and IC as directed.	ARFF
	1. Assemble at established deposition point and transport/treat injured.	Emergency Medical Response
	1. Provide to the IC: aircraft type, fuel on board, number of passengers and crew, freight and or dangerous cargo onboard the aircraft.	ADQ ATCT Owner or Operator of Aircraft

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Water Rescue CHECKLIST		
	RESPONSE ACTIONS	
	1. Provide scene security and assist in rescue as possible.	Alaska State Troopers
	1. The IC/Airport Manager will insure that the accident scene remains secured until arrival of the National Transportation Safety Board Investigator in Charge. 2. The NTSB Investigator in Charge (or in case of military incidents, the CGMAB) will coordinate all movement upon the airport operational areas with the IC/Airport Manager and no authorization for such movements or activities will be given by the NTSB supervisor to other persons, Federal or State agencies, without first coordinating such action IC/Airport Manager.	NTSB and FAA
Recovery Phase:	If closed, normal airport operations will commence as soon as possible and after the following occurs; 1. Emergency response equipment required for operations is placed back in service, 2. The airport movement areas are inspected and capable of normal operations, 3. Emergency response personnel are ready to return to duty, and 4. Airport maintenance and operations personnel are available and ready to return to duty.	IC
	After emergency rescue operations are complete and with concurrence of the NTSB and State Medical Examiner, removal of deceased persons may commence. A temporary morgue will be set up for the deceased at the DOT&PF Warm Storage building or other area as designated by the State Troopers.	

23.5 Administration and Logistics

As stated in Section 2.7 and within this section's mutual aid water rescue plan.

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Equipment

In the event of an aircraft accident in the water, beaches or marsh areas, equipment will be mobilized primarily from the Coast Guard, the Alaska State Troopers and the Kodiak Harbor. Local water craft, skiffs, boats, etc., will be provided by volunteers responding to a VHF call by the Coast Guard.

Rescue Equipment

The Coast Guard has the following equipment at the USCG base or the Kodiak Harbor for use by the Kodiak Coast Guard.

- a. 4 - H60 Jayhawk Helicopters
- b. 5 - H65 Helicopters
- c. 5 - C-130 Fixed Wing Aircraft
- d. 1 - 41 ft. Utility Boat
- e. 4 - Coast Guard Cutters stationed in Kodiak: Monroe, Spar and Alex Haley. When in port they may respond to the scene.
- f. The Coast Guard Air Station has approximately 20 rescue swimmers. Each of these individuals is EMT qualified. While their primary duty is for flight operations, they may be available as a resource during a mass casualty. Coordinate with the Air Station Operations Center if rescue swimmer assistance is needed.

Other Rescue Equipment Available

- a. Ocean Commander Emergency suits (5), USCG open life rafts 8-person (4), USCG open life rafts -25 person (2).
- b. Ready bag in each piece of equipment (5), sets of coat, hat and gloves (5),
- c. Coats, hats, gloves (5), flashlights (5), pen/pad in plastic bags, maps, binoculars (3)
- d. Laminated 3 x 5 cards with emergency numbers, duct tape, safety glasses, dust mask (50)
- e. Garmin Rhino 530Hcx GPS w/AA battery adapter (5)
- f. Life rings (to throw) (50)' throw lines to attach to rings (50)
- g. PFD's for rescue volunteers (10), blankets (75), flares/signaling devices (30)
- h. Whistles/air horns (30), rescue harness (5), signaling wands, LED 12" (5)
- i. Hand held lantern search lights (10), reflective vests (for volunteers) (10)
- j. Work gloves (50), Headlamps (10), body bags (75), Utility Trailer (1)
- k. Safety fuel can (2), Megaphone (1), First aid kits (for 10 people) (5)
- l. Backboards (75), distilled water (fuel rinse) (100 units)
- m. 5 gallon buckets for medical waste (5), propane/diesel heater (1)

Cold water survival equipment may be provided by the Coast Guard, the local hospital, and fishing vessels in the area.

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- 7 Immersion suits (in orange bags)
 - Each suit bag contains: 1 immersion suit
 - 1 GPS radio
 - 1 floating survival knife
 - 1 whistle
 - 1 strobe light.

Other items:

- 1 GPS radio for the IC
- 5 Battery powered lanterns
- 2 boxes medical exam gloves (1 Large, 1 extra-large)
- 30 pair work gloves (yellow)
- 10 reflective vests
- 1 pair binoculars
- 1 expandable stand-alone 110 light
- 2 black trauma bags
- 3 red first aid kits
- 24 backboards and straps
- 7 boxes body bags
- 1 box ground tarp (5 blue tarps)
- 1 yellow flashlights
- Extra blankets
- Megaphone
- 2 GPS radios in the box (FOR PRACTICE) Will have to be set up and charged.

- 1 12 foot inflatable Zodiac Boat

23.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

23.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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24.0 Crowd Control

24.1 Purpose

This section describes the Airport's protocol for crowd control during possible Airport incidents. The IC is responsible for ensuring the appropriate procedures take place, as described in this section.

24.2 Situation and Assumptions

Crowd Control may be of two different natures of assembly:

- Peaceful assembly at the Airport
- Disruption for hostile reasons

24.3 Operations

The local law enforcement is trained in crowd control, and will be called upon when the IC determines it is necessary.

24.4 Organization and Assignment of Responsibilities

When events occur that attract a large number of persons, Alaska State Troopers, and other local law enforcement will be requested to control crowds and to limit access to controlled areas. The IC is responsible for activating the EOC when necessary.

The Airport has a number of barricades, traffic control cones, and barrier tape to mark a large restricted area boundary. Public address systems have been installed in patrol vehicles and fire apparatus and may be used to direct large numbers of persons.

Constitutionally protected activities, such as public displays, picketing and protests, are controlled on Airport property in accordance with the provisions of Title 17 Alaska Administrative Code Sections 40.500.

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Crowd Control CHECKLIST		
	RESPONSE ACTIONS	
Warning Phase:	<ol style="list-style-type: none"> 1. Inventory supplies needed for cordoning off areas and portable public address systems. 2. Coordinate with airport tenants and the appropriate airport security. 3. Identify facilities and or areas that may need to be evacuated or closed. 4. Coordinate with the Law enforcement agency and place on Alert. 	Airport Management
Response Phase:	<ol style="list-style-type: none"> 1. Respond to scene to evaluate situation. 2. Notify Airport Management. 3. Establish an ICP and request assistance, if needed. 	Airport Security
	<ol style="list-style-type: none"> 1. Broadcast a "CIVIL DISTURBANCE Alert on radio nets. 	ADQ ATCT 911 Dispatch
	<ol style="list-style-type: none"> 1. Provide law enforcement support as requested. 	Local, state, and federal agencies
	<ol style="list-style-type: none"> 1. Close or limit access to area of disturbance if necessary. 	Airport Management or Airport Security and ADQ ATCT
	<ol style="list-style-type: none"> 1. Assess damage and take action to protect persons and property. 	Airport Maintenance & Operations

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Crowd Control CHECKLIST		
	RESPONSE ACTIONS	
Recovery Phase:	<ol style="list-style-type: none"> 1. Access area and return to normal. 2. Provide for cleanup of the affected areas and re-open to normal operations as soon as possible. 3. Arrange for the return of evacuees once the affected areas are deemed safe. 4. Initiate a post incident evaluation with Airport and local agencies involved to critique the incident, identify the reason for the gathering and actions that can be taken to prevent future occurrences. 	Airport Management

24.5 Administration and Logistics

As stated in the Administration and Logistics Section 2.7.

24.6 Plan Development and Maintenance

As stated in Section 2.6 Development and Maintenance.

24.7 Authorities and References

See Authorities and References in Section 2.2 and Section 30.0.

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25.0 Airport Maps

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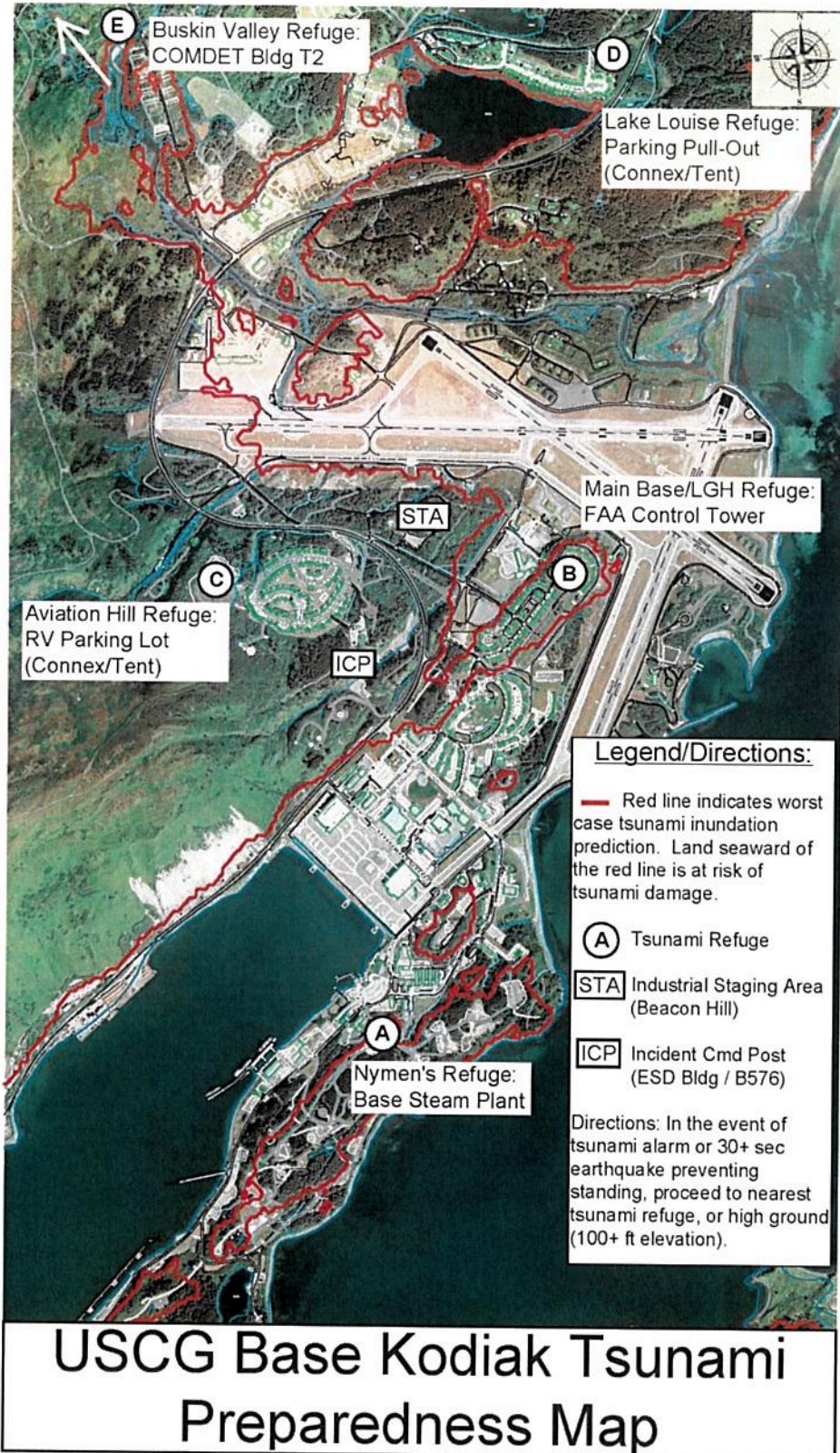


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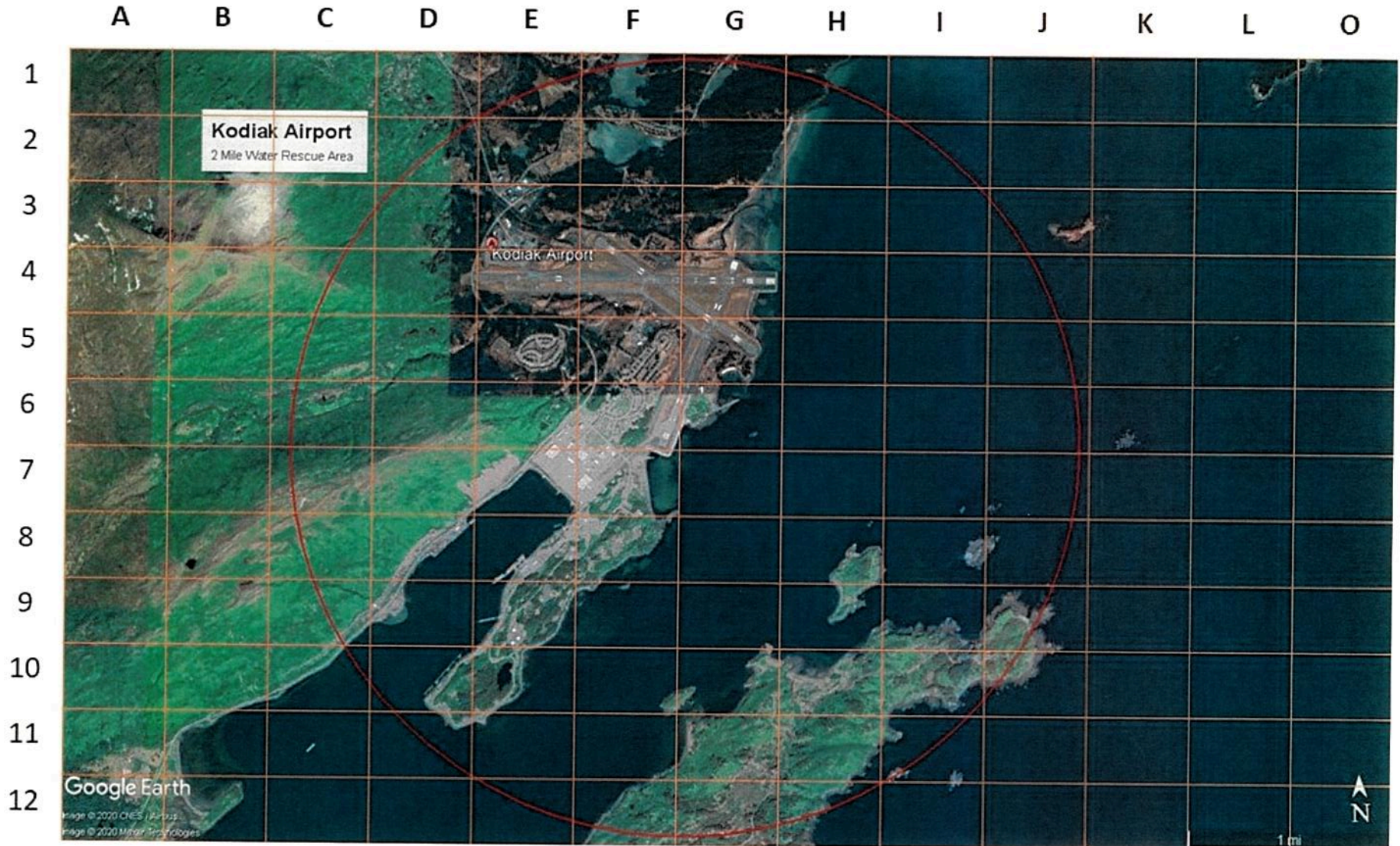
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26.0 Emergency Response Equipment Inventory

A. STATE OF ALASKA:

1 – 2018 Rosenbauer Panther 1500 ARFF unit. The unit has a maximum of 500 pounds of dry chemical, 200 gallons AFFF concentrate and 1500 gallons of water. The truck is equipped with a 750 GPM roof turret and a 750 GPM bumper turret.

The ARFF unit is stored in the Coast Guard fire station and can reach the center point of any runway within the three (3) minute response time criteria. The responsibility for Airport Rescue and Fire Fighting (ARFF), sometimes referred to as crash/fire/rescue (CFR), has been delegated to the U.S. Coast Guard under the Memorandum of Agreement displayed at the end of this chapter.

B. UNITED STATES COAST GUARD:

Vehicle Type	MFG	PUMP (GPM)	Water Tank Cap	Foam Tank Cap
R-43 ARFF	Oshkosh	1200	1500	210
R- 44 ARFF	Rosenbauer	1500	1500	200
R-45 ARFF	Oshkosh	1520	1500	210
E-41 Structural	Pierce	1500	750	20
E-42 Structural	Pierce	1250	1000	100
E-46 Structural	Pierce	1500	750	100
T-343 Structural	Pierce	2000	300	100
Hazmat 47	E One	0	0	0

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C. KODIAK CITY FIRE DEPARTMENT FIREFIGHTING AND EMERGENCY UNITS:

Engine #1 – 2001 Pierce quantum 2000 GPM, w/ 750 gal tank, 30 gal class A foam, 30 gal class B foam, 2000 GPM remote controlled, 3000-watt light tower.

Engine #3 - 1986 Emergency One 1500 GPM Pump w/ 1000 gallon tank, 20 gal foam tank, 1000 GPM deck gun.

Truck #1 – 2000 Pierce 105' aerial ladder, 1500 GPM pump w/ 500 gal tank, 20 gal foam tank, 1500 GPM nozzle at aerial tip, 2000-watt lighting at aerial tip.

(All of the above have 4" high volume supply line 1000' each engine, 2 1/2" and 1 3/4" attack lines.)

Medic #1 - 2017 F-450 Ford 4x4 advance life support ambulance.

Medic #2 - 2019 F-450 Ford ambulance.

Medic #3 - 2014 F-450 Ford 4x4 advance life support ambulance.

Rescue #1 – 1991 Pierce heavy-duty rescue w/ 35' 6000 watt light tower.

1 – Mass causality hazardous material decon trailer.

1 – Hazardous material trailer.

2 – Command trucks

D. BAYSIDE FIRE DEPARTMENT:

Engine 10 1,500 GPM 1000 gallon tank(structural w/ class A foam) (In service Oct. 2007)

Engine 11 750 gallon tank (structural)

Squad 10 Ford F350, 80 gallons of water

Squad 11 General purpose step van (In service Oct. 2007)

Squad 12 Communications/Mobile Command Unit

Command 10 Command vehicle Pickup w/ first attack capabilities

Tender 11 2018 Kenworth Spartan-3000 gallon water, 1250 GPM pump

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E. WOMANS BAY FIRE DEPARTMENT:

Engine 21	750 gallons	1,250GPM	Firefighting/Auxiliary Tanker
Tanker 22	3,500 gallons	1,200 GPM	Water Supply/Auxiliary Engine
Squad 20	Command Vehicle, Personnel Transport		
Forestry	250 Gallons	GMC Wildland Pick up	

F. ALASKA STATE TROOPERS:

- (6) Marked patrol vehicles
- (5) Marked patrol trucks
- (2) Soft marked patrol pickups
- (1) Unmarked SUV
- (2) Four wheelers
- (1) Cessna 185 piston amphibious aircraft
- (1) Amphibious super cub aircraft
- (1) 25ft Safe boat patrol vessel
- (1) 69ft Catamaran platform patrol vessel

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27.0 Maintenance Equipment Inventory

DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES EQUIPMENT.

- 1 5 yard loader.
- 2 Graders.
 - 1 – Freightliner w/sander and 16ft plow
- 2 - Runway sweepers.
- 2 – ¾ ton 4X4 truck
 - 1 – Dozer
 - 1 – Trailblazer SUV
- 2 – Snow blowers
 - 1 – Tow plow with chemical tank
- 1 – Deicing chemical tanker 4000 gallon
- 1 – Toolcat with various attachments

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28.0 Resource Management Equipment & Supplies

General types of supplies and equipment that may be available locally.

AIRCRAFT SERVICES

Resource/ Capability	Phone Number
Island Air	(907) 487-4596
LifeMed Alaska	(800) 478-5433
USCG 24 Hour Dispatch	(907) 487-5555

CLOTHING STORES

Resource/ Capability	Phone Number
Walmart	(907) 481-1670

CONSTRUCTION SUPPLIES

Resource/ Capability	Phone Number
Spenard Builder Supply	(907) 486-4168
Sutliff's Ace Hardware	(907) 486-5797

FOOD & BEVERAGES

Resource/ Capability	Phone Number
Walmart	(907) 481-1670
Cost Savers	(907) 486-2408
Safeway	(907) 481-1500

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FUEL SERVICES

Resource/ Capability	Phone Number
Island Air	(907) 487-4596

HEAVY EQUIPMENT:

Cherry Pickers, Elevating Platforms, Boom Trucks and Cranes

Resource/ Capability	Phone Number
Kodiak Rental Center	(907) 486-3662
Brechan Construction	(907) 486-3215

MORTUARY SERVICES

Resource/ Capability	Phone Number
Kodiak Funeral Chapel	(907) 486-3422

NEWS MEDIA

Resource/ Capability	Phone Number
Kodiak Daily Mirror	(907) 486-3227

PARTS HOUSES AND MISCELLANEOUS ACCESSORIES

Resource/ Capability	Phone Number
Sutliffs Ace Hardware	(907) 486-5797
Spenard Builders Supply	(907) 486-4168
Walmart	(907) 481-1670

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SEMI-REFRIGERATOR VANS AND LOADING VANS

Resource/ Capability	Phone Number
American President Lines	(907) 486-4701

UTILITIES

Resource/ Capability	Phone Number
Kodiak Electric Association	(907) 486-7700

WELDERS AND CUTTING MACHINES

Resource/ Capability	Phone Number
Arc n' Spark Welding	(907) 486-3652
Highway Marine Fabrication LLC	(907) 486-5220

WRECKERS

Resource/ Capability	Phone Number
RC Enterprises	(907) 486-8476
Nick's Auto Wrecking Salvage	(907) 487-2755

GROUND TRANSPORTATION AND STORAGE

Resource/ Capability	Phone Number
First Student	(907) 486-3600

LODGING

Resource/ Capability	Phone Number
Best Western Kodiak Inn	(907) 486-5712
Comfort Inn	(907) 487-2700
Shelikof Lodge	(907) 486-4141

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29.0 City and Borough of Kodiak Evacuation Plans and Pre-scripted Announcements

Sample Evacuation Order

An emergency condition exists in the _____
(give location and/or areas impacted). The IMT and/or Emergency Services Director has determined that there is the need to evacuate portions of the Kodiak area. Such evacuation is needed to ensure the safety of the public.

Therefore:

The Incident Commander and/or Emergency Services Director is requesting the immediate evacuation of (list areas):

The Incident Commander and /or Emergency Services Director requests that those needing special assistance call _____. This number has been established to respond to evacuation assistance requests only.

The Incident Commander and/or Emergency Services Director is restricting all entry into the hazard area. No one will be allowed to re-enter the area after _____ (time) AM/PM.

Information and instructions from the Incident Management Team will be transmitted by radio from _____ (list radio stations that will be broadcasting info). Public information will also be available from American Red Cross representatives at facilities now being opened to the public for emergency housing.

The Incident Management Team will advise the public of the lifting of this order when public safety is assured.

Signed _____ Date _____
City Manager/Emergency Services Director

Signed _____ Date _____
Incident Commander

Signed _____ Date _____
Law Enforcement (Officer In Charge)

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30.0 Authorities and References

Alaska Statutes

Section 02.10.010
Section 02.15.060
Section 02.15.020
Section 02.15.220

14 CFR 139 – Federal Aviation Regulations

1. 139.315 – Aircraft Rescue and Firefighting: Index Determination
2. 139.317 – Aircraft Rescue and Firefighting: Equipment Requirements
3. 139.325 – Airport Emergency Plan

Advisory Circulars

1. AC 150/5200-31C – Airport Emergency Plan
2. AC 150/5210-2A – Airport Emergency Medical Facilities and Services
3. AC 150/5210-22 – Airport Certification Manual

United States Code

Title 49: Transportation (NTSB)

49 CFR 830 – NTSB

All these references and authorities were used to construct the Airport Emergency Plan.

Time Zone used throughout the AEP is Alaska Standard Time (AST), unless otherwise specified.

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31.0 Acronyms

AC	Advisory Circular
ADEC	Alaska Department of Environmental Conservation
ADQ	Kodiak Airport
AEP	Airport Emergency Plan
ALMR	Alaska Land Mobile Radio
AIP	Airport Improvement Program
AOA	Airport Operations Area
ARFF	Aircraft Rescue Fire Fighting
AS	Alaska Statutes
AST/Troopers	Alaska State Troopers
ATC/ATCT	Air Traffic Control
CDC	Center for Disease Control and Prevention
CG	Coast Guard
CGMAB	Coast Guard Mishap Analysis Board
DME	Distance Measuring Equipment
DMORT	Disaster Mortuary Assistance Team (FEMA)
DOT&PF	Alaska Department of Transportation and Public Facilities
EAS	Emergency Alert System
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
EOC	Emergency Operations Center
EOP	Emergency Operation Plan
EPI	Emergency Public Information
ETA	Estimated Time of Arrival
FAA	Federal Aviation Administration
FAR	Federal Aviation Regulations
FBI	Federal Bureau of Investigation
FBO	Fixed Base Operator
FEMA	Federal Emergency Management Agency
FOD	Foreign Object Debris
FSS	Flight Service Station
GPM	Gallons per Minute
HAZMAT	Hazardous Materials
HFG	Human Factors Group (NTSB)
HVAC	Heating, Ventilation, Air Conditioning
IC	Incident Commander
ICP	Incident Command Post

ICS.....	Incident Command System
ISCFD.....	Integrated Support Command Fire Department
LEO.....	Law Enforcement Officer
ME.....	Medical Examiner
MOA/LOA.....	Memorandum of Agreement/Letter of Agreement
NAVAIDS.....	Navigational Aids System
NIMS.....	National Incident Management System
NOTAM.....	Notice to Airmen
NTSB.....	National Transportation Safety Board
PIO.....	Public Information Officer
ROC.....	FAA Regional Operations Center
REIL.....	Runway End Identifier Lights
SOP.....	Standard Operating Procedure
UC.....	Unified Command
USCG.....	U.S. Coast Guard
VASI.....	Visual Approach Slope Indicator
VHF.....	Very High Frequency
WBFD.....	Women's Bay Fire Department

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